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Application instructions

PLEASE NOTE: Before filling out the application, please read the information on [SI's website](#).

The various stages of the application procedure are shown to the left. The page you are filling out currently is highlighted in bold. You will find information about each stage of the application at the top of the page.

You can work on your application until the deadline of 11 February 2025 (23:59 CET). You can log in and out as often as you need, saving the application each time, until it is ready for submission. Only one person can log in at the time. **Save your application before clicking on any links in the application form.**

If something is not filled out correctly in your application or if you have missed a mandatory field, this will be indicated when you try to submit the application. When you have submitted your application, you will receive a confirmation email. If you do not receive a confirmation within ten minutes, please check your spam box.

We may contact you with questions about your application during the selection process. If you do not reply, your application may be disqualified. We therefore urge you to check your spam box regularly.

Good luck with your application!

Western Balkans and Türkiye Seed Funding

🌐 Western Balkans and Türkiye, Seed funding ⚠️ Deadline: 11 Feb 2025



Next page >

Save as a draft

Submit

Fill in the important details of your project

Please note that this is a summary, be succinct. You will have the opportunity to elaborate more further down.

Project title *

Max. 100 characters including spaces.

Start date *

Earliest start date is 1 June 2025.

Latest start date is 1 September 2025.

End date *

Seed funding: Max. 12 months from the start of the project

Cooperation projects: Max. 24 months from the start of the project

Number of months *

Sum applied for in SEK, write figures only *

Seed funding: max SEK 200 000.

Cooperation projects: max SEK 2 000 000.

Make sure that the amount you enter here is the same as the total amount you give in your Budget document.

Region mainly addressed in the project *

- EU's Eastern Partnership countries
- Western Balkans and Türkiye

Countries included in the project *

Short project summary *

Write a **short** project summary of max. 150 words. Tell us what you want to do, how and why.

We will use this summary for communication and reporting purposes if you are awarded funding, e.g. in our project database at si.se.

Main project activities *

List your main activities, e.g. workshops, theatre performances, planning meetings etc.

Max. 50 words

Specify where the project activities will take place *

- In partner country(ies)
- In Sweden
- Third country
- Online

Projects should be carried out mainly in the target country(ies). However, in countries where the political situation makes this impossible, project activities may take place in Sweden or a third country.

Have you received funding from the Swedish Institute before? *

- Yes
- No

The main applicant for the project must be registered in Sweden. Applicants from other countries will not be considered.

Organisation details

As you are submitting this application on behalf of a legal entity, please type here the details of the organisation you are representing.

Note that you will remain the contact person throughout the application process.

Organisation name *

Organisation type *

Registration nr *

Registration year *

Registration country

Official email *

Official website *

Official address

Street address *

Authorised signatory

By submitting the application, you confirm that the person stated below is authorised to represent the applicant organisation.

Fill with my details

Name *

Position / title *

Email *

Telephone

City, province, region *

Postal code *

Authorised signatory 2, name (if applicable)

If your company has more than one authorised signatory, write the name here.

Authorised signatory 2: position/title

Authorised signatory 2: email

Authorised signatory 2: telephone

Organisation's bank account details

Bankgiro / plusgiro *

If bankgiro/plusgiro is not available, write the organisation's bank account number.

Please note that if it's a bank account, it needs to be a Swedish bank account and you need to provide a bank certificate including the account number and organisation with this application under Checklist.

Message/reference of payment

Max 8 characters

Organisation assessment for the main applicant

Do you as a Swedish main applicant organisation have an ongoing project within SI Creative Force or SI Creative Partnerships Programme? *

- Yes
- No
- Do not know

If your answer is yes, please see the FAQs at si.se/creative-partnerships-eng/ to find out what applies if you want to submit a new application for a project in the same region.

What is the main area of expertise/goal of the organisation? *

Max. 100 words.

What are the most important results that have been achieved through your work in recent years? *

Max. 100 words.

What previous experience does the organisation have of international development cooperation (overseas aid)? *

Max. 100 words.

What previous experience do you have from the region you're applying for? Please describe how you will use this experience when implementing this project. *

Max 100 words.

What is the annual budget of the organisation, in SEK or EUR? *

How is the organisation financed? *

How many people work in the organisation? *

Does the organisation produce an annual report and audit report (signed by an external, independent and qualified auditor) for the whole organisation? *

Yes

No

Has any external evaluation of the organisation been carried out? By whom and when? *

Please describe how your organisation works to prevent, detect and deal with irregularities and corruption. *

In this section, we are mainly interested in your organisation's policies, routines and capacities. In the section Risk analysis below you will identify risks, including corruption, which are specific to this project.

Max 100 words.

Below are some questions about your organisation. Please grade your organisation's skills in each question.

The organisation has adequate systems to plan, follow up and assess its work on a regular basis *

1

2

3

1 = No

2 = To some degree

3 = Yes

The organisation has adequate systems for administration and financial management. *

1

2

3

1 = No

2 = To some degree

3 = Yes

The organisation has the necessary financial skills and capacity to manage funding in accordance with the Swedish Institute's regulations. *

1

2

3

1 = No

2 = To some degree

3 = Yes

The organisation is currently sufficiently staffed and resourced to be able to carry out a project of the kind applied for. *

1

2

3

1 = No

2 = To some degree

3 = Yes

The organisation works actively to achieve gender equality and non-discrimination in its own structure (including sex, transgender identity or expression, ethnicity, religion or other beliefs, disability, sexual orientation, and age). *

- 1
- 2
- 3

1 = No

2 = To some degree

3 = Yes

What are the areas of improvement in your organisation, and how do you plan to address them? *

Areas of improvement could be within anticorruption, risk analysis, follow up of results etc.

Max 150 words.

Other comments:

Project partner(s)

Write the name and details of the project partner organisations (other than the main Swedish applicant). If you have more than one project partner, make sure to provide details on all of them below. You can write up to five (5) partners.

Type in the first few letters to get to your country faster.

PARTNER 1

1.1 Project partner's name *

1.2 Country the project partner is located in *

1.3 City/region where the organisation is located *

1.4 Web page of organisation *

1.5 Type of organisation *

- Civil society organisation (non-profit)
- Public sector/government agency (including university)
- Private sector agency (economic association, limited company)
- Municipality/county council
- Private sector (sole proprietorship)

1.6 Year of registration (if applicable)

1.7 Organisation number (if applicable)

1.8 Contact person: Name *

1.9 Contact person: Position/title

1.10 Contact person: Email address *

1.11 Contact person: telephone number

Organisation assessment for the project partner(s)

Add one block per project partner organisation (maximum 5).

You add a new organisation by clicking **insert new block here** further down the page.

▲ Move up ▼ Move down 🗑 Delete

Name of the project partner organisation *

Country *

What is the main area of expertise/goal of the organisation? *

Max. 100 words.

What are the most important results that have been achieved through your work in recent years? *

Max. 100 words.

What previous experience does the organisation have of international development cooperation (overseas aid)? *

Max. 100 words.

What is the annual budget of the organisation, in SEK or EUR? *

How is the organisation financed? *

How many people work in the organisation? *

Does the organisation produce an annual report and audit report (signed by an external, independent and qualified auditor) for the whole organisation? *

Yes

No

Has any external evaluation of the organisation been carried out? By whom and when? *

Please describe how your organisation works to prevent, detect and deal with irregularities and corruption. *

In this section, we are mainly interested in your organisation's policies, routines and capacities. In the section Risk analysis below you will identify risks, including corruption, which are specific to this project.

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1 = No

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3 = Yes

The organisation has the necessary financial skills and capacity to manage funding in accordance with the Swedish Institute's regulations. *

- 1
- 2
- 3

1 = No

2 = To some degree

3 = Yes

The organisation is currently sufficiently staffed and resourced to be able to carry out a project of the kind applied for. *

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- 2
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The organisation works actively to achieve gender equality and non-discrimination in its own structure (including sex, transgender identity or expression, ethnicity, religion or other beliefs, disability, sexual orientation, and age). *

1

2

3

1 = No

2 = To some degree

3 = Yes

What are the areas of improvement in your organisation, and how do you plan to address them? *

Areas of improvement could be within anticorruption, risk analysis, follow up of results etc.

Max 150 words.

Other comments:

Partnership

Please describe how you and your project partner(s) plan to work together. Who will do what? We are looking for strong partnerships in which all aspects of the project are planned and carried out in consultation with each other

How will your partnership work? Who will be responsible for what? *

This question also appears in the MoU. Feel free to copy and paste.

Max. 175 words

Have you worked together before? *

- Yes
 No

If yes, in what way have you worked together?

Max 100 words.

How did the idea for this project arise? Please also describe how you cooperated when designing the project. *

Max. 150 words.

What particular knowledge or expertise do your organisations have that is relevant for this project? *

Please answer this question for **both** the Swedish main applicant and the project partner(s).

Max. 200 words.

How will your organisations benefit from participating in this project? *

Please answer this question for **both** the Swedish main applicant and the international partner(s).

Max. 200 words.

Will you involve any expert who does not work for one of the partner organisations? *

- Yes
- No

If yes, please write the name and specify that person's expertise as well as role in the project.

Max. 150 words.

Have any of the partners applied for or been granted funding for this project from any other source? *

- Yes
- No

If you answer yes to this question, please specify the source and the amount in the budget document.

Problem analysis

What do you want to do and why?

Please elaborate about the problem you have identified, how you want to approach it and how it relates to the programme's objectives.

Describe the specific problem the project wants to address. *

Max. 175 words.

Specify how the project will help solving this problem. *

Max. 175 words.

Choose which of the following democratic attributes this problem relates to *

- Participatory engagement (local democracy, direct democracy, electoral participation, civil society participation)
- Representative government (clean elections, inclusive suffrage, free political parties, elected government)
- Fundamental rights (human rights, freedom of expression, access to justice, civil liberties, social rights and equality)
- Checks on government (media integrity, judicial independence, effective parliament)
- Impartial administration (predictable enforcement, absence of corruption)

Choose what you will develop in your project. *

- Networks
- Platforms
- Skills and methodology
- Innovative products and tools
- Cultural or artistic productions
- Media productions

Specify in what measurable ways the project will strengthen the professional capacity of the project partner organisation(s). *

Max. 175 words.

Specify in what measurable ways the project will strengthen the professional capacity of any non-partner participating organisations. *

Max. 175 words.

How and in what channels will you communicate your activities and results? *

Max. 175 words

Results and indicators

Describe the results you will achieve with your project and what indicators you will use to measure them.

Define your overall project objective. *

Describe what is intended to be achieved by the end of the project.

Max. 50 words.

What specific results do you expect to achieve by the end of the project? *

The immediate changes that the project will bring about. Results must be specific, measurable, agreed, realistic and time-related (SMART).

Max. 200 words.

What indicators will you use to measure these results? *

An indicator is used to measure how well the project has succeeded in achieving the proposed changes/results. Indicators can measure either quality or quantity.

Max. 150 words.

The Creative Partnerships programme contributes to objectives of the Swedish government's strategies for reform cooperation with Eastern Europe, Western Balkans and Türkiye. Select which strategy objective your project will primarily contribute to. *

- Better democratic governance and greater respect for human rights and the rule of law
- Improved conditions for accountability, increased transparency and reduced corruption
- Better prospects for a gender-equal society

You can only choose 1 objective.

How and in what channels will you communicate your activities and results? *

Max. 175 words

Target groups

Describe your target groups and final beneficiaries and how you plan to work with them.

The target group of your project must be agents of change (people who influence other people) and opinion makers in the target country. These should work to help strengthen democracy, human rights and freedom of expression.

Describe your target group(s). In what way are they agents of change or opinion makers today? *

Examples of the target groups are youth organisations, activists, journalists and other representatives of media organisations, human rights defenders and women's rights groups, influencers in democratic settings, artists and cultural workers.

Max. 150 words.

How will you involve them in the project? *

Max. 175 words.

Project participants who are in a position to bring about change will be found in: *

- The project partner organisation(s)
- Non-partner organisations in the target country(s) that will participate in the project
- Both project partner and non-partner organisations
- None of the above

Describe any final beneficiaries and explain how they will benefit from the project. *

Final beneficiaries are other groups and/or individuals in wider society who will be directly and positively affected by the project.

Max. 150 words

Other initiatives

If you and/or your project partner(s) have worked with any previous projects which are relevant for this application, please tell us about them here.

Is this application the direct continuation of a previous project? *

- Yes
- No

If yes above, briefly describe its main achievements and the lessons you learnt from it. How will the proposed project take the work of the previous project further?

If possible, give contact person at funding body, ref. number etc.

Max. 175 words.

Describe any other projects you have been involved in which are relevant for this application (if possible, include contact person at funding body, ref. number etc.). *

This question should be answered by **both** the Swedish main applicant and the project partner(s) where relevant. If funded by SI, write the SI reference number.

Max. 175 words.

Do you or anyone in your target group have any previous experience of other SI programmes (e.g. Leader Lab, YLVP, SAYP, management programmes, scholarship programmes etc) *

- Yes
- No
- Do not know

If yes above, name the programme(s), year and other relevant details.

Max. 100 words.

Sustainability

We prioritise projects which show evidence of sustainability. Describe here how you plan to ensure that the achievements of the project continue after the project has formally ended.

The main purpose of seed funding is to prepare a larger cooperation project in the future. So far in this application you have described the preparatory seed project. Please now describe your wider aims for the cooperation project.

*

Max. 150 words

Risk analysis

Risk factor: Risk is the potential for a defined event to occur with negative consequences for the project; risk is about future uncertainty.

When identifying risks and risk mitigation measures it is essential to be as specific as possible and to have the local context in mind. A thorough risk analysis increases the chances of a project being successful.

Please identify risks that your project might run into, both internal and external ones.

Internal risks: Internal risks are risks that may occur within the project which could have a negative influence on achieving the estimated results. Internal risks could be conflicts within the project, illness or other absence of key personnel, failure to sustain results. The above-mentioned risks are only examples and are not in any way exhaustive.

External risks: External risks are risks outside the control of the project which could have a negative influence on achieving the estimated results. External risks could be related to political, institutional, economic, environmental, social or technological conditions as well as obstacles regarding the safety of participants. The above-mentioned risks are only examples and are not in any way exhaustive.

Corruption: Please note that risk of corruption, both internal and external, **MUST** be included in the risk analysis.

You add more risks by clicking "Insert new block here" below.

Risk factor *

Specify the risk you have identified.

Max 50 words.

Risk valuation - Likelihood *

- 1 = Unlikely (It is unlikely that the risk will occur)
- 2 = Possible (It is possible that the risk will occur)
- 3 = Likely (It is likely that the risk will occur)
- 4 = Certain (It is almost certain that the risk will occur)

Indicate the likelihood of the risk occurring.

Risk valuation - Consequence *

- 1 = Minor (Very limited influence on the ability to carry out activities and achieve results)
- 2 = Moderate (Limited influence on the ability to carry out activities and achieve results)
- 3 = Major (Major influence on the ability to carry out activities and achieve results)
- 4 = Severe (Very substantial influence on the ability to carry out activities and achieve results)

Indicate the consequences of the risk if it occurs.

Risk valuation - Product. *Multiply* the likelihood and the consequence with each other and choose the number here. *

- 1
- 2
- 3
- 4
- 6
- 8
- 9
- 12
- 16

The result of the likelihood **multiplied** by the consequence.

Risk mitigation *

What will be done to

- reduce the likelihood of the risk occurring
- limit the damage of the risk if it does occur

Max. 100 words

Checklist – Here is where you upload your documents

Please note

Name your document so we know what it is. All documents must be in PDF-format. Turn your Word or Excel documents into PDF by e.g. clicking on Save as, choosing the pdf format, then saving.

Please make sure that the image is not blurry or distorted and has plenty of contrast. Remember that they should be legible when printed and the right way up.

You will find the mandatory templates for the budget document, the Memorandum of Understanding and the Activity plan on our [webpage](#)

In addition we require you to upload a few further documents which provide proof of the following:

- That Swedish applicants who are sole proprietors (enskild firma), are approved for F-tax (F-skattesedel).
- The person(s) who is/are formal signatory(ies) for the Swedish organisation (firmatecknare).
- The Swedish applicant organisation's Swedish bank account (bank certificate), if there is no bank- or plusgiro.

Please upload your documents under the relevant headlines below, or select "not applicable" if not relevant. If you leave a task undone, your application cannot be submitted.



Budget

I have NOT yet uploaded the budget.

blocks application



Memorandum of Understanding

I have NOT uploaded the Memorandum of Understanding

blocks application



Registration certificate - Sole propriety owners only

I have NOT yet uploaded my registration certificate

blocks application



Signatories

I have NOT yet uploaded the signatory document

blocks application



Bank account details

I have NOT yet uploaded my bank account details

blocks application



Activity plan

I have NOT uploaded the Activity plan

blocks application