**Alert Fund**

www.alertfonds.nl

alert@alertfonds.nl

**CRITERIA**

Please read the following carefully before submitting your application.

*Alert supports:*

* Once-only and small-scale (inter-)national projects organised **by** and **for** young people, such as demonstrations, workshops, and publications
* Initiatives dealing with environmental issues, emancipation, political consciousness, international solidarity and multicultural co-existence
* You can apply for a **maximum** of €1500,-
* You **cannot** apply for projects which have a total budget larger than €15.000,-
* Alert does not fund **travel costs**, **salaries** or **structural/organizational costs** (for example rent or other monthly recurring costs)\*

*\*unless you can explain why these are absolutely necessary for your project, and why you have no other way to raise these funds*

**COVID-19**

The COVID-19 pandemic has disrupted our daily lives and has resulted in fundamental consequences in every society. We, at Alert, will therefore continue to review requests for funding. However, we ask you to please consider the following points when submitting a funding request:

* Keep in mind the health measures taken by your local and national government to stop the spread of COVID-19
* Avoid organizing evens where large groups of people gather

**We do not fund projects which are focused exclusively on fighting COVID-19.**

Fast-track requests

If you are organising a project that will take effect on short notice and you think it is eligible for an Alert subsidy, you can submit a fast-track request. You can find the fast-track request application form at: https://alertfonds.nl/en/submit-application/fast-track-request/. Within three weeks you will receive an answer. A fast-track request is only possible for subsidies up to €250,-.

**Annexes**

Optionally, you can send the following documents as annexes to this form. Keep in mind, however, that the **complete budget is required** in almost all cases (see budgetary information section for details).

* A complete budget (almost always required)
* A complete project plan
* The official regulations and/or registrations of the organization
* An annual budget of the organization
* An annual review of last year’s activities
* Other sources that mention your work/organization, for example newspaper clippings

**Further procedure**

Within three weeks after receiving this form you will be notified of the further procedure. Possibly, a board member will contact you either by email when clarifications are needed. Normally you will be notified in writing about Alert’s decision within eight weeks.

You can send the filled out form (with annexes) to:

alert@alertfonds.nl

## Contact info

**In case you are applying on behalf of an organization:**

|  |  |
| --- | --- |
| Name of organization |  |
| Name of contact person |  |
| Address |  |
| Zip code & city |  |
| Country |  |
| Telephone number |  |
| E-mail |  |
| Website\* |  |
| Registration number\* |  |

\*If available

**In case you are applying for yourself:**

|  |  |
| --- | --- |
| Name |  |
| Telephone number |  |
| Email |  |
| Website\* |  |
| Country |  |

\*If available

Alert would like to have a referent who knows of the project and organization, but is independent from them. Preferably, the referent is connected to an internationally known organization or governmental body. Alternatively, the referent could be any person who is either Dutch or known by Alert. If your referent does not fulfil any of these criteria you can still apply, but it might negatively impact your chances.

**Referent:**

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Zip code & city |  |
| Telephone number |  |
| E-mail address |  |

## Banking details

**In case of an EU bank account:**

*A EU bank account is one that is part of SEPA, if you are not sure see* [*here*](https://www.ecb.europa.eu/paym/integration/retail/sepa/html/index.en.html)

|  |  |
| --- | --- |
| IBAN number |  |
| Account holder name |  |

**In case of a non-EU bank account:**

*Use your actual account, not a reference bank*

|  |  |
| --- | --- |
| Account number |  |
| BIC / SWIFT code\* |  |
| Account holder name |  |
| Account holder address (without place name) |  |
| Account holder place name |  |

Any other banking information (like reference banks, or special comments):

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|  |

## The project

Project title

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| --- |
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What issue are you trying to address? *(max. 150 words)*

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What concrete goals are you trying to reach? *(max. 100 words)*

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What activities/actions will be organized to reach these goals? Use a *maximum of 300 words*. If you need more, add the full project description as an attachment and summarize the project here.

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Who will be the participants, how many will there be, and how will you reach them? *(max. 100 words)*

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When will the project start and finish?

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#### Extra information due to COVID-19

How many people will come into physical contact with each other?

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How is the possibility of spreading COVID-19 taken into account?

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## The organization

If applicable, please describe the organization. *(max. 300 words)*

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Does your organization receive government support? If so, how much?

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What is the average age of the people involved in the organization? (board, volunteers, etc.)

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Budgetary information

How much money (in Euros) is needed for the entire project?

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| --- |
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How much money (in Euros) are you applying to Alert Fund for?

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| --- |
|  |

**We require a full budget for the entire project** (not just the part you are applying at Alert for). A full budget should include all the sources of funding, and all the expenditures.

If your budget contains less than 5 items (including both incomes and expenditures), describe it below. If it contains more items, you are required to **send the full budget as an annex.**

An example budget can be found on our website [here](https://alertfonds.nl/en/request-subsidy/), feel free to use this format or an equivalent one.