



European Free Alliance

Appendix 1

Project Proposal Form Working Groups

How to complete the project proposal form:

Collaborate with members of the relevant working group to complete each box with the requested information.

Once all fields are completed, and the working group has approved the form, sign it and send it to info@efaparty.eu with the subject line C4P 2026 Proposal Form.

Working Group projects should follow one of the following formats:

<u>Fully EFA-owned project</u>	<u>Project with a host party</u>
The project is hosted by EFA via the Working Group.	The Working Group nominates one or more member parties to 'co-host' the project.
EFA covers 100% of the cost.	EFA covers 70% , the host party covers 30% (or more).
All visibility and branding belongs to EFA and the Working Group.	The host party has a 30% share of visibility and branding.
If the project is an event, ideally it would take place online or in Brussels to ensure EFA ownership.	If the project is an event, it can take place in the host party's territory .
EFA has full ownership and the right to decide the final format .	The design of the project is subject to negotiation between EFA and the host party .
Project should be submitted by the Working Group coordinators .	Project can be submitted by the Working Group coordinators or one of the host parties .

Please select the format you wish for this project proposal:

☐ **Fully EFA-owned project**

☐ **Project with a host party**

Please select the relevant working group for this proposal:

☐ **Digital Issues Working Group**

☐ **Housing Working Group**

☐ **Islands Forum**

☐ **Linguistic & Minority Rights Working Group**

☐ **Mountainous Regions Working Group**

☐ **Regional Development Working Group**

☐ **Women's Forum**

A. Proposal Description	
Title of the proposal	
Output (i.e. conference/online webinar/video/publication)	
Expected Outcome	
Host party (if applicable)	
Who is responsible for the implementation of the project? Please specify roles and include contact details.	
Target participants / audience / beneficiaries	
Start and End Dates	
Venue or Location (if applicable)	

Please give information on how
gender equality is integrated into
your project

B. Description of the activity and draft programme

C. EFA's visibility and awareness at national and/or international levels

Please describe how the project will contribute to increasing the visibility and awareness of EFA. Additionally, please specify any visibility materials that are expected to be produced.

E. Budget	
What is the total budget of the project? ►	€
How are the costs split between EFA and the proposing parties? (Remember 30% minimum for members)	
Budget Breakdown	
Total	€
Travel costs	€
Accommodation	€
Venue (if applicable)	€
Coffee breaks and meals (if applicable)	€
Interpretation (if applicable)	€
Professional photographer/videographer	€
Media / Press materials	€
Advertising	€
Graphic design and layout	€
Printed materials	€
Mailing	€

