Appendix 1

**National Training Courses on Human Rights Education**

**With young people 2018**

**Application form**

*Please type all your answers and answer all questions clearly and concisely. Add extra lines or pages as needed, but please keep to the order of questions.*

**INFORMATION ON THE ACTIVITY**

**1. Training course details**:

1a. Title of the course:

1b. Start date:

1c. End date:

1d.Number of working days (*training courses must have minimum 4 consecutive working days in duration)*:

1e. Working language(s) of the course:

**2. Name of the applicant organisation**(s):

**3. Venue** (if possible, provide the address):

**4. Aims and objectives of the training course**

4.1 Why are you organising this activity?

4.2 Which are the aim and objectives of the training course?

4.3 How the training course intends to make use of Compass and/or Compasito and other [Council of Europe educational resources](https://www.coe.int/en/web/compass/resources) ?

* 1. Is the training course build on newly published translations of Compass , Compasito and/or other [Council of Europe educational resources](https://www.coe.int/en/web/compass/resources)? Yes  No  Please specify:

**5. Programme outline and methodology**

5.1 Which are the provisional outlines of the programme envisaged? *(Please specify in the course programme how COMPASS and/or other* [*Council of Europe educational resources*](https://www.coe.int/en/web/compass/resources) *will be used during the training course).*

5.2 Which are the competences addressed by the training course? (What knowledge, skills and attitudes would be addressed through the course?)

**6. Participants in the training.** *Please provide details about:*

6a. Profile of participants

6b. Number of participants (*the accepted minimum is 15 and the maximum 40*)

6c. Expected average age of participants

6d. Relationship of participants with your organisation(s)

6e. Criteria’s for selection of participants

6f. The planned procedure and calendar for recruitment

**7. Probable composition of the team of trainers**

|  |  |  |
| --- | --- | --- |
| Name of trainer | Organisation | Competences or experience (in relation to the course) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**8. Preparation**

8.1 Are preparatory meetings foreseen? Yes  No

8.2 What is the preparation process timeline planned for this course?

8.3 Would the trainers’ team be involved in the preparation process?Please be specific

**9. Follow-up**

9.1 What is the expected impact of the training in your country in relation to human rights education?

9.2 What follow-up do you expect participant to undertake as a result of the course? How will the participants be supported in their future projects and follow-up activities?

9.3 How will your organisation follow-up on the training course?

**10. Type of support you request from the Council of Europe** (multiple choices are possible):

**Educational support and advice:**

Trainer contracted by the Council of Europe

Trainer recommended by the Council of Europe (and paid for by the organisers)

**Institutional support (please specify, if relevant):**

**Financial support:**

*If yes, please submit your detailed budget proposal using the table below (appendix2).*

**INFORMATION ON THE ORGANISATION**

Address (include city, postal code, and country):

Telephone (include international dialling code):

Email:

Website:

**Contact person(s)**

Please provide the name and contact details of the person in charge of the project:

Name:

Position in the organisation**:**

Address:

Telephone number:

Email:

Are you cooperating with any other organisation(s) in making this request? If so, please give details of the organisation(s), their profile(s) and a contact person(s):

**Organisation’s financial capacity**

Indicate below any information reflecting your organisation financial capacity, such as turnover or equivalent (annual budget) for the last 2 (two) years, net earnings (if any), total balance sheet or budget, or medium and long-term debt (if any):

**Co-funding**

Indicate below how your organisation intends to contribute to the project (either by way of its own resources or by contribution from third parties). Co-financing may take the form of financial or human resources, in-kind contributions or income generated by the action or project;

**Declaration of honour**

By signing this form I, the undersigned, authorized to represent the applicant, hereby certify that the information contained in this application is correct and that the applicant organisation has not received or applied for any other Council of Europe funding to carry out the action which is the subject of this grant application.

I also certify on my honour that the applicant organisation is not in one of the situations which would exclude it from taking part in a Council of Europe grant award procedure, and accordingly declare that the applicant:

a. has not been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering;

b. is not in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or is not subject to a procedure of the same kind;

c. has not received a judgment with res judicata force, finding an offence that affects its professional integrity or constitutes a serious professional misconduct;

d. does comply with its obligations as regards payment of social security contributions, taxes and dues, according to the statutory provisions of the country where it is established;

e. is not and neither likely to be in a situation of conflict of interests.

**First name, Family name**

**Function, Name of the organisation**

**Date**

**Signature**

**Please send this form duly completed and signed to:**

*Council of Europe, Youth Department*

*E-mail:* [***dys.nrtc@coe.int***](mailto:dys.nrtc@coe.int)

**Before 20 December 2017**