



Energy for Equality Grants Program

Concept Note Template for Tier 4 (Civil Society Organizations)

CONCEPT NOTE

A. General information

Name of CSO	
Full address of CSO	
E-mail address	
Telephone number	
Website (or indicate N/A)	
Registration Number	
Mission Statement	
Brief description of Civil Society Organization's Activities	
Annual budget of organization (for 2022 and 2023, in EUR)	
Year of foundation	
Total number of employees (2023)	

Employee information (2023)	<i>Women employees</i>	<i>Men employees</i>
	<i>Women employees from ethnic minority communities</i>	<i>Men employees from ethnic minority communities</i>
	<i>Women employees with disabilities</i>	<i>Men employees with disabilities</i>
Point of Contact (name, position title, phone number, e-mail address)		
Signature of authorized representative of the Applicant (Check box)	<input type="checkbox"/> By checking this box I confirm the contents are accurate and that the entity I represent has the capacity to fulfill the anticipated grant project.	
Name and title of authorized representative of the Applicant		
How did you hear about the Energy for Equality Grant program? (Select all that apply)	<input type="checkbox"/> TV <input type="checkbox"/> Radio <input type="checkbox"/> News portal <input type="checkbox"/> Informational session <input type="checkbox"/> Social media <input type="checkbox"/> MCA-Kosovo and/or Energy for Equality Website <input type="checkbox"/> Economic chambers <input type="checkbox"/> Energy-related entities/Associations <input type="checkbox"/> Word of mouth <input type="checkbox"/> Other (please specify):	

B. Civil Society Organization History

Civil Society Organization History

In the box below, briefly describe the CSO’s history and development, listing key milestones since the foundation. Explain your expertise in workforce development, women’s empowerment, integration of minority communities, STEM education, energy sector, and gender equality and social inclusion related activities. **(Maximum 3,000 characters)**

Empty response box for Civil Society Organization History.

C. Grant Project Idea

Grant Project Title	
Please select which Energy for Equality Grant Initiative you are applying for. The selected initiative can be changed later on in the grant process.	
Grant for INITIATIVES (Select one or more initiatives included, or select “Other” and describe)	<input type="checkbox"/> Regular training on gender equality <input type="checkbox"/> Networking facility <input type="checkbox"/> Gender-sensitive mentoring schemes <input type="checkbox"/> Regular training schedules tied to career management <input type="checkbox"/> Special leadership training for women, including for management, leadership and board positions <input type="checkbox"/> Certification courses <input type="checkbox"/> Development of monitoring and tracking systems for the industry <input type="checkbox"/> Development of publications/ blogs for sharing knowledge about best practices <input type="checkbox"/> Expanded internship programs for women <input type="checkbox"/> Outreach programs targeting women to promote technical careers in schools and universities <input type="checkbox"/> Other (please describe):
Concept Note Idea In the box below, you must show how you are interested in improving the number of women employed, retained and promoted in the energy sector. With no more than 9,000 characters , please structure your Concept using the following outline: <ol style="list-style-type: none"> 1. General Concept (what measures, when, how, expected benefits for the business from the measures) 2. Overall Objective to be achieved by the organization with the use of the grant. 3. Main activities: <ul style="list-style-type: none"> • Description of activities connected to selected measures • Indicators (up to three) 4. Anticipated impact While you write this Concept, please ensure that you are answering the following questions:	

- Did you describe **which measures** you would like and need support in order to achieve the objective?
- Did you describe if **you have already undertaken** any measures in the past to adopt such measures?
- Did you elaborate briefly on **how** you think each measure will contribute to the objective?

Project location (for all measures)	
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D. Financial information

High-level budget amount (in EUR, including cost-share amount)	
% of cost-share	
Amount of cost-share (in EUR)	

E. Appendices (to be attached to the submission email)

Appendix 1: Registration Certificate
Appendix 2: Fiscal Number Certificate
Appendix 3: Outstanding taxes and government obligations (Please submit evidence from the Tax office (extract from the TAK website) that the organization has no obligation or debts to governmental institutions.)
Appendix 4: Signed declaration of compliance (Attach a signed and completed version of MCA-Kosovo's Declaration of Compliance - found in Annex 3 of the Notice of Funding Opportunity document)