



## Communicating Europe Initiative 2022

### Application Form

Please note this application should be returned to [cei@dfa.ie](mailto:cei@dfa.ie) in **PDF format**.

Before completing this form, please ensure you have read CEI 2022 *Guidelines and Terms & Conditions*, found here:

<https://www.dfa.ie/our-role-policies/ireland-in-the-eu/communicating-europe-initiative/>

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#### Application Summary

- **Organisation:**
  - **Project:**
  - **Funding Requested: €**
  - **Short Project Summary (2-3 sentences):**
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#### 1. Contact Details

- Project Manager:
  - Project Manager Position:
  - Email:
  - Telephone:
  - Website:
  - Social Media (optional):
    - a. Twitter:
    - b. Instagram:
    - c. Facebook:
    - d. TikTok:
    - e. Other
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## 2. Your Organisation

- Please describe your organisation. What are its principle aims? List some examples of typical activities undertaken (max 300 - 400 words):
  - Has your organisation previously receive funding from the Communicating Europe Initiative (Yes/No)?
    - If so:
      - What year:
      - Brief nature of project:
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## 3. Project Details

### 3.1 Project Details

- Project Title:
  - Project Type (Podcast/Event/Media/Booklet/Educational etc.):
  - How project will be organised : In-person / Online/ Hybrid:
  - Project Aims:
  - Regional/Geographic scope:
  - Target Audience:
  - Project Timetable:
  - How does this project meet the criteria for funding? (100-200 words):
  - Description of the project (300-400 words):
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## 4. Financial Information

- Total Estimated cost of project:
- (Optional): Please describe any other sources of funding for this project and their value:
- Please itemise all costs for the proposed project (add bullets as necessary)
  - Item 1: €
  - Item 2: €
  - (Optional): Contingency costs: €
  - Total Costs: €
- **Total funding sought from Communicating Europe Initiative: €**  
(*Funding sought = Total Costs – Other Funding Sources, if available*)

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## 5. Declaration

*I hereby declare that the particulars given in this application are correct.*

*I have read the attached terms and conditions of the scheme, and confirm that the proposal complies with the conditions of the scheme as to funding and timescale for delivery.*

Signature<sup>1</sup>:

Name (in block capitals):

Date:

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## 6. Submission

**Please note only applications in PDF format will be accepted.**

*Please submit this application to [cei@dfa.ie](mailto:cei@dfa.ie).*

*Please send any queries to [cei@dfa.ie](mailto:cei@dfa.ie) / [laura.guild@dfa.ie](mailto:laura.guild@dfa.ie)*

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<sup>1</sup> Digital (i.e. Microsoft Word) signatures are accepted as well as standard signatures