| Call for Grants - EU Code Week 2025Application Form |
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The deadline for submitting applications is **August 6, 2025, at 12:00 p.m.**

The application form and attached documents must be sent only by email to the following address: **apolline@women-digital.lu**

Any other documents deemed useful may be submitted with this application form.

## **GENERAL INFORMATION**

**Project Title:**

**Name of Organisation / School / Group :**

**Type of Structure:** ☐ Non-profit organisation
 ☐ Community group
 ☐ School / Educator
 ☐ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Registered Address:**

**Website / Social Media (if applicable):**

**Contact Person:**

* Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## **PROJECT PROPOSAL**

### **1. Project Description & Objectives *(max. 1 page)***

Please describe your project idea, its relevance to EU Code Week, and the goals you intend to achieve.

[Space for response]

### **2. Implementation Plan *(Timeline + Key Activities & Deliverables)***

Include major milestones and how the activities will be carried out (e.g. daily sessions, one-off events, etc.).

[Space for response]

### **3. Target Audience**

Please describe the group(s) you aim to reach. (e.g. young people aged 10–16, parents, teachers, girls, etc.)

[Space for response]

### **4. Expected Outcomes & Impact**

How will your project make a difference? Please explain how you will measure the success of your activity.

[Space for response]

### **5. Sustainability & Follow-up**

Will your activity have a lasting impact? Can it be repeated, replicated or scaled in Luxembourg and across Europe?

[Space for response]

## **BUDGET OVERVIEW**

### **6. Budget Request (max. €5,000)**

Please list and justify all the planned expenses. **Salaries are not eligible**.

| **Expense Category** | **Description** | **Estimated Cost (€)** |
| --- | --- | --- |
| Materials / Kits |  |  |
| Venue / Room Rental |  |  |
| Communication / Promotion |  |  |
| Food / Drinks (if applicable) |  |  |
| Others (please specify) |  |  |
| …. |  | **Total Estimated Cost** |

*Note: You will be required to submit invoices, receipts or supporting documents at the end of the project under financial reporting.*

## **ABOUT YOUR ORGANISATION**

### **7. Mission and Activities**

Briefly describe your organisation’s purpose and work, especially in digital education or community engagement.

[Space for response]

### **8. Relevant Experience**

Have you carried out or been a part of similar initiatives in the past? Please share examples.

[Space for response]

## **CHECKLIST BEFORE SUBMISSION**

 ☐ Project description (3-5 pages max.)
 ☐ Budget breakdown
 ☐ Timeline & implementation plan
 ☐ Contact details
 ☐ Supporting documents (if applicable)

**Please submit this completed form by 6 August 2025 by email to:**apolline@women-digital.lu with the subject “*Call for Grants: EU Code Week 2025”*

The applicant undertakes not to request any other co-financing, direct or indirect, from other funding bodies for the implementation of this project.

Place ………………………………, date ………………………………………….

Signature: