**QUESTIONNAIRE for ORGANIZATIONS who seek financial help**

1. How many years does the organization work; date and year of registration?

2. Does the organization do business orderly (debts, outstanding obligations)?

3. Which groups does the organization help to / which target groups does organization work with?

4. How many employees does the organization have

(temporary and permanent employees)?

5. How many volunteers cooperate with the organization

(how, how many hours per week)?

6. What is the total number of service users

(last 3 years)?

7. From which funds the organization finances itself?

8. Has the organization used money from projects (EU, national funds)

(how many projects, what amount of co-financing)?

9. The money will be used for the following action:

• The name of action:

• The goal (goals) of the action:

• Planned (sub)activities:

• Is this a new action or a continuation of an already implemented action:

• Time needed for implementation of the action:

(months ie. the time that employees will spend on implementation)

• Total cost of the action:

  (costing, explain from which sources the action is funded)

• How many volunteers will be involved in the implementation of the action and how many hours of work:

• Number of users who will be involved in the action:

  (explain who those people are, how will you reach them, is the organization already in contact with the users)

• Expected results

(explain how action will contribute to goal achievement)

• Sustainability of results after the end of the action

(how and by which activities the durability of the results / continuation of the action will be ensured)