



## Danube Regional Project

### Regional Grants

#### *Call for Danube Basin-related NGO Regional Environmental Projects*

The Regional Environmental Center for Central and Eastern Europe (REC), on behalf of the UNDP/ GEF Danube Regional Project, hereby announces a call for proposals to support non-governmental organisation (NGO) projects related to the reduction of Danube River basin nutrient and toxic chemicals pollution at the regional level.

Regional grants are up to USD 35,000 each. In exceptional cases (proposals that involve more than three NGOs, require some form of construction or involve extended networking), the amount can exceed this limit by 50 percent (i.e. up to USD 50,000).

**The deadline for submitting concept papers is May 9, 2003.**

#### **BACKGROUND**

##### **The Danube Basin and its Environmental Problems**

The Danube is Europe's second-longest river, extending 2,778 kilometres from its source in Germany to its delta at the Black Sea. The river forms a political boundary for 10 countries with vastly different political, economic and historical backgrounds. It is also a cultural and romantic symbol of central Europe's rich past and hopes for future integration.

The Danube's drainage basin is extremely large. With more than 80 million people living in its vicinity, the Danube basin is the most international in the world. Countless other European rivers drain into the Danube; among them are the Inn River in Germany; the Morava River in the Czech Republic, Austria and Slovakia; the Tisza River in Hungary, Ukraine, and Romania; the Sava River in Slovenia, Croatia, Bosnia and Herzegovina and Serbia and Montenegro; and the Prut River in Romania and Moldova.

Pollution remains a serious problem for the Danube. The volume of nutrients entering the river — mainly from agricultural fertilizers, household products and urban sewage — is very high. This pollution also places the Black Sea at serious risk. The situation is made worse by mining accidents and floods that spill or flush toxins directly into watercourses.

The August 2002 floods that raged through central Europe and the Danube basin are evidence of further environmental problems. They were partly the result of past decisions that have led to deforestation and the destruction of natural floodplains in the Danube. Global warming may also have played a role.

Preserving habitat for the rich and diverse natural species living in the basin is also a constant struggle. Some 80% of the Danube's wetlands and floodplains have been lost since the end of the 19th century, threatening the habitats of pelicans in the Danube delta, sturgeon in the lower Danube, beavers in the upper Danube and countless other species.

In 1998, the Danube River Protection Convention (DRPC) came into force after ratification by eight Danube states and the European Commission. The International Commission for the Protection of the Danube River (ICPDR) was created to coordinate the implementation of the convention. Since its creation, the ICPDR has been effective in finding consensus among countries on priorities and strategies for improving the Danube and implementing the DRPC. Successes include the improvement of tools to manage the basin, such as the Accident Emergency Warning System, the Trans-National Monitoring Network for water quality and the information system for the Danube (DANUBIS). In effect, the commission has done much to promote trans-boundary cooperation among numerous countries in a highly complex European region.

The objectives of the 2001-2005 Joint Action Programme for the Danube River basin are directed towards:

- the improvement of the ecological and chemical status of the water;
- the prevention of accidental pollution events;
- the minimisation of the impacts of floods.

In addition to these main objectives, the implementation of the Joint Action Programme will improve the living standard of the Danube basin's population, enhance economic development in the region, contribute to the EU accession process, restore the region's biodiversity, and strengthen cooperation between the contracting parties. For further information about the Joint Action Programme's objectives and directives see [http:// www.icpdr.org](http://www.icpdr.org). In this context, the EU Water Framework Directive is now the basis for river basin management in Europe and thereby is the platform for implementing the DRPC. The ICPDR has been entrusted to coordinate WFD implementation at the DRB level including the development of the Danube River Basin Management Plan.

The deterioration of groundwater and the eutrophication of surface water both stem from point and non-point sources of pollution caused by agriculture, industry and municipal discharges. The necessary nutrient reduction can be facilitated by: improving our knowledge about pollution; improving the management tools used to prevent, reduce and treat pollution; and by establishing or facilitating processes that lead closer to solutions of pollution problems.

### **Danube Regional Project**

The Danube Regional Project (DRP), with the official title "*Strengthening the Implementation Capacities for Nutrient Reduction and Transboundary Cooperation in the Danube River Basin*", was launched on December 1, 2001, as the next phase of GEF/ UNDP's long-term commitment to achieving environmental health in the Danube River basin. The main goal of the DRP is to improve environmental quality by strengthening the structures and activities already in place in the basin to deal with pollution and environmental degradation. A key focus is strengthening the capacity of the ICPDR and Danube countries to fulfill their legally binding commitment to implement the Danube Convention. This now includes the development of a River Basin Management Plan in line with the EU's Water Framework Directive. The Danube is a test case for the implementation of the new directive throughout Europe.

The DRP supports action at the local level, including activities related to public participation, communications, local pilot demonstration activities and a grants programme for NGOs.

The DRP's current targets focus on reducing nutrient pollution and supporting trans-boundary cooperation. Already well under way, the DRP is an umbrella for some 80 activities. The Danube Grants Programme is part of the DRP's objectives (Immediate Objective 3) to strengthen public involvement in environmental decision-making and to reinforce community actions for pollution reduction and the protection of ecosystems. In this context, the grants programme is also seen as "applied" awareness raising.

The DRP will be carried out over five years with a total budget of USD 15 million. The first phase is currently underway.

## NGO Contributions to Nutrient Reduction

NGOs and other stakeholders can contribute to the reduction of nutrients and other pollution in the Danube River basin. UNDP/ GEF DRP is committed to supporting these efforts with the present small grants programme, which targets projects on a national or regional scale. NGOs can undertake activities that lead directly to pollution reduction or facilitate the process of solving pollution problems. These grants will help NGOs to manage projects which: directly address the reduction of point and non-point sources of pollution; address the trans-boundary or national problems present in identified hotspots; prevent pollution generation through improving and raising public awareness; facilitate the flow of information; assist in the prevention of accidental pollution; promote production and use of phosphate-free detergents and organic fertilisers. The grants also aim to help NGOs facilitate the development and functioning of democratic processes by ensuring public involvement and participation in decisions affecting environmental quality in the Danube River basin.

NGOs can contribute to this process through direct actions as well as through collaboration with the other stakeholders. They can represent community views in front of decision makers or serve as a bridge between officials and the general public, facilitating public participation in the decision-making process for Danube River basin issues.

This grant programme will enable NGOs working in the Danube Basin region to increase public involvement in nutrient reduction through “practical” projects, education and training, monitoring and the influencing of policy at the local and regional levels. Previous Danube basin small grants programmes have shown how much local NGOs can contribute to increasing public involvement in nutrient reduction measures. These NGO grants will directly reflect the core objectives of the GEF/ UNDP’s Danube Regional Project (DRP), which are: a) reducing nutrient and toxic pollution and b) building trans-boundary cooperation.

### ELIGIBILITY

**Registered NGOs** in the Danube basin countries of Bosnia and Herzegovina, Bulgaria, Croatia, the Czech Republic, Hungary, Moldova, Romania, Slovakia, Slovenia, Ukraine and Serbia and Montenegro with an environmental focus and an NGO bank account are eligible for national and regional grants.

NGOs must propose a project that includes cooperation with an NGO partner (or partners) in at least one other eligible country. The project may be no longer than 24 months in duration.

In addition, NGOs applying for regional grants are expected to meet the following criteria:

- a. readiness to develop an international project of up to two years (24 months) duration;
- b. commitment to cooperating with partner NGOs from other countries or sub-regions (i.e. sub-basins);
- c. a proven track record in project management;
- d. experience with water, agriculture or nutrient issues (preferred);
- e. English-language capability; and
- f. access to necessary equipment and facilities.

### LIMITATIONS

- Grants will not support projects that focus on research or scientific work (unless they are linked to other aspects of the project); purely operational expenditures (such as salaries or office rent); purchase of land, buildings, investments, or vehicles not justified by the project’s aims.

- NGOs currently running a cooperative project supported by the REC cannot apply for another cooperative grant before the final report of the previous project has been submitted and approved.
- Under the regional grants, NGOs may not submit more than one concept paper as a lead NGO and cannot be involved in more than two concept papers. They may apply as a partner NGO in two separate concept papers.
- If an organisation is involved in two concept papers, the NGO must appoint different project coordinators for each project proposal.
- At the full proposal stage each selected NGO can benefit from a maximum of one grant.

## PROJECT SCOPE

**The main scope of the regional grants is to facilitate a regional approach to the reduction of both point and non-point sources of nutrient and toxic substances pollution in the Danube basin.**

A regional approach implies cross-border NGO cooperation and multi-stakeholder involvement. NGOs are encouraged to cooperate and work in partnership with NGOs in neighbouring countries (e.g. within the same Danube sub-basin<sup>1</sup>) in addressing the cross-border and regional environmental problems related to nutrient and toxic substances reduction. In addition, they are encouraged to involve other stakeholders, such as local authorities, water-related institutions, the industrial sector and the agricultural community.

Pragmatic approaches to these complex issues are desired in the individual grants with the intention of identifying projects that will serve as demonstrations and have multiplier effects in the Danube River basin. The intention is to stimulate awareness and action within the NGO community while building innovative cooperation with other stakeholders for solving nutrient and toxic pollution problems. The programme is also expected to contribute to building the participatory process needed to deal effectively with Danube River basin issues.

NGOs are encouraged to propose one or several of the following actions:

- **Have a concrete and measurable impact on reducing nutrients and toxic substances.** Since the overall objective of the call is the reduction of the nutrients and toxic substances in the Danube River basin, all the activities must demonstrate the direct or indirect impact on the reduction of nutrients and toxic substances. This impact must be measurable through indicators which should be well defined.
- **Change consumers' behaviour.** NGO projects using an awareness-raising or campaigning approach towards consumers must be able to demonstrate the impact on consumers' behaviour.
- **Serve as a model for other areas in the Danube River basin.** The projects are encouraged to be replicable for use in other areas of the Danube River basin.
- **Promote and support the Aarhus principles,** especially those related to information dissemination and public participation on Danube water-related issues.
- **Contribute to policy changes.** NGOs are encouraged to contribute to policy initiatives in the Danube (i.e. the Water Framework Directive).
- **Apply a regional approach, networking among NGOs at the regional level** (i.e. across the entire Danube basin or within certain multi-country areas).

---

<sup>1</sup> The Danube River basin is sub-divided into various sub-basins of its main tributaries, such as the Tisza River or the Drava River sub-basins.

- **Employ a trans-boundary perspective.** Projects must increase the understanding of national contributions to trans-boundary environmental problems.
- **Use the watershed approach,** especially in projects addressing land-use development. NGOs should relate the source of pollution with the impact area when different from administrative or political boundaries.
- **Involve other stakeholders,** decisions makers and other key players.

The tools used can be diverse. The REC encourages NGOs to use one or several of the following tools in their project proposals under this grant programme:

- **Awareness-raising and information dissemination through the media.** The results of this commonly used NGO strategy must be disseminated within the project timeframe and the project outreach must be ensured. The messages and dissemination strategy should be clearly explained in the proposal.
- **Lobbying and campaigning.** We encourage NGOs to use lobbying activities in order to reach and influence policy makers, particularly those at the river basin management level. Campaigning can also be used to influence consumers, producers, local communities and various stakeholder groups (e.g. changing consumers' behaviour concerning fertiliser use, phosphates-free detergents, etc.).
- **Public participation.** NGOs are encouraged to promote and facilitate public involvement in the decision-making process in relation to water management and other relevant environmental decision-making processes in the cross-border hotspot areas. Such actions should not be limited to information dissemination and community organising, but should involve active (sustainable or ongoing) dialogue with the decision makers.
- **Environmental education and training.** Education activities, targeted at teachers, pupils, students, or other groups, which aim at establishing their understanding of nutrient and toxic-related problems. These activities should also provide measures to prevent and reduce nutrient and toxic-related problems in the river basin area.
- **Networking and partnerships.** NGOs are encouraged to develop networks and partnerships with other NGOs as well as with other stakeholders and related institutions (e.g. with water agencies).
- **Interactive case projects.** NGO activities which consist of conservation, rehabilitation works and clean-up actions are encouraged.
- **Monitoring.** We encourage projects that include monitoring work as part of their brief, although this excludes projects that require sophisticated technical equipment.
- **Research.** Projects can use applied research or secondary information collection (e.g. opinion polls or assessment of available data).

Innovative ideas for other tools that could prove useful in addressing the reduction of nutrient and toxic pollution are encouraged.

#### **Types of cooperation required:**

##### ***a. Cross-border/ region-wide cooperation***

Only NGOs from at least two different countries working cooperatively to solve an environmental issue that affects them all can apply for a grant. Projects should address cross-border or region-wide environmental problems related to the Danube. Trans-boundary or cross-border problems should focus on a shared river, watershed (Danube sub-basin) or habitat. Region-wide projects typically deal with common issues that concern all the involved countries such as awareness-raising, environmental education, policy issues and public participation in decision-making related to specific pollution problems.

### ***b. Multi-stakeholder cooperation***

Through these grants the UNDP-GEF and REC also intend to promote cooperation between NGOs and other stakeholders involved in solving pollution-related issues. These include: local or central authorities, the business sector, farm organisations, and other relevant institutions.

## **ENVIRONMENTAL TOPICS**

Nutrient pollution is the contamination of surface and groundwater bodies by excessive inputs of nutrients. Although the natural input of nutrients is a prerequisite for the growth of organisms (i.e. the natural food chain), while river floodplains can cope with even large amounts of nutrients, pollution is typically caused by human activities and includes point sources such as municipal sewage treatment plants and industry emissions (e.g. foods), while non-point sources refer to the spraying of commercial fertilisers and animal waste on agricultural land, from where it infiltrates groundwater or drains with rain water into creeks, lakes and rivers. Hazardous substances often cause water pollution. The term “hazardous” means substances that have toxic, carcinogenic, mutagenic, and teratogenic or bio-accumulative effects, in particular those that decompose slowly or are persistent and have a significant adverse impact on living organisms. Heavy metals such as copper, iron, manganese, cobalt, zinc, cadmium, mercury, nickel, lead, etc., are toxic substances (mainly from the mining and metal industries), which tend to accumulate in the food chain and represent a big risk to aquatic and human life. Numerous other hazardous compounds that cause toxic and/or chronic pollution are of an organic nature and stem from the chemical, pharmaceutical and paper industries.

The Danube Joint Survey published in May 2002<sup>2</sup>, identified various chemical pollutants such as heavy metals, volatile organic hydrocarbons, polar pesticides and pharmaceuticals, which are directly affecting the chemical and biological status of the Danube River. The study on nutrients found different quantities of nitrogen and phosphorus in organic and inorganic forms along the Danube River, which indicated that the water quality in different parts of the river is contaminated. As a result, the middle Danube reach indicated eutrophication, which can cause the pollution of drinking water sources and decrease biodiversity in the long-term. Based on the level of the water contamination different hotspots were detected and prioritised.

The *Trans-boundary Analysis*, and other documents produced within the framework of the Danube Pollution Reduction Programme (1999, GEF/ UNDP) are available on the ICPDR website<sup>1</sup> under “[GEF Assistance to the ICPDR](#)” and then “[Danube Pollution Reduction Programme 1997 to 1999](#)”. This site contains useful information about the sources of pollution and ways to address them in different parts of the Danube River basin. These publications, contain maps with information on the pollution hotspots, wetlands and other useful pollution data generated in different pollution sectors such as: municipalities, agriculture, industry and land-use and wetlands. Further information on the current UNDP/ GEF DRP (2001-2006) is available at <http://www.icpdr.org/undp-drp>.

The environmental issues that the national grants must address are related to the deterioration of ground water and the eutrophication of surface water, both stemming from point and non-point sources of pollution from agriculture, industry and municipal sectors as well as problems which relate to other water management issues.

Grants will be awarded to NGO projects addressing the following nutrient and toxic substances pollution-related issues:

---

<sup>2</sup> <http://www.icpdr.org>

-----  
-----

### Agricultural discharges

- Introduce and apply best agricultural practices to avoid, minimise and/ or control non-point sources of pollution in the ground- and / or surface waters.
- Contribute to policy work (EU directives, SAPARD, common agriculture policies).
- Promote eco-farming methods and alternative rural development.

### Industrial discharges

- Promote the best available technology, reporting requirements on pollutant release and transfer registers, and environmental management systems.
- Assist in reducing the risk of accidental release of pollutants from facilities.
- Address toxic substance pollution.
- Promote production and use of phosphate-free detergents.
- Address (alternative) treatment methods and/ or practices that lead to efficient removal of nutrients and toxic substances.

### Municipal discharges

- Address household waste management, like reducing the use of conventional detergents.
- Address urban waste-water collection and treatment.

### Land-use and wetlands

- Address flood management, irrigation, and drainage with attention to the associated pollution effects.
- Save and protect the natural flood plains (buffer strips).
- Support conservation and restoration of flood plain and wetland habitat.

## **APPLICATION PROCESS**

The application process has two stages. In the first stage, NGOs should submit a short concept paper briefly describing the proposed project activities and expressing their interest in cooperating to solve a cross-border or region-wide environmental problem. The concept paper should involve NGOs from at least two different countries. If at this stage foreign partners are still required, NGOs may wish to consult the following resources:

- The REC's *NGO Directory* — A hard copy of the directory is available at REC country offices. The directory can also be accessed or ordered online<sup>3</sup>.
- Personal contacts, other NGOs, local universities, libraries and agencies.

## **STAGE 1. CONCEPT PAPERS (Deadline May 9, 2003)**

---

<sup>3</sup> <http://www.rec.org/REC/Databases/NGODirectory/>

---

The concept paper must be submitted in English and include the following:

- Concept paper form: Applicants must fill out the attached form and prepare a brief project description following the instructions provided in the form template.
- Statement of cooperation.
- Project preparation grant application.

Writing a full proposal for a cooperative grant may be challenging since the project partners come from different countries. Therefore, a “start-up” grant of up to EUR 1,500 is available to give you the opportunity to meet project partners and prepare the full proposal. The meeting can take place in any of the countries involved in the project. The only costs that will be covered by the REC are travel, hotels and food.

- Eligibility documents: All lead and partner NGOs involved in the concept paper that request funding from the REC should provide the following documents separately:
  - i. A copy of their NGO’s registration;
  - ii. A letter of support from the president or director of their NGO — the letters should demonstrate the commitment of the NGO to implementing the project and show support for the person nominated as project coordinator; and
  - iii. Short organisational profiles, including a brief presentation (a leaflet or brochure would suffice), a list of projects implemented and the annual budgets from the past three years.

The lead NGO is responsible for submitting the complete original concept paper to the REC’s head office in Szentendre. All NGOs involved in the concept paper must send copies of this document to the REC offices in their countries. The concept paper can be sent only in original form, by mail to the REC head office (fax and e-mail submissions will not be considered). The concept paper must arrive at the REC offices by the end of the day May 9, 2003, or it will not be accepted.

### **EVALUATION OF CONCEPT PAPERS (June 6, 2003)**

The concept papers will be evaluated by a panel consisting of REC experts and a representative of the Danube Environmental Forum, the region-wide NGO platform established to support NGO involvement in Danube basin issues. The DEF has national focal points and in December 2002 started a specific NGO training programme, also sponsored by GEF/ UNDP DRP. The REC country offices and the NIS partners will also review and provide comments on the concept papers.

Projects will be selected according to the following criteria:

- Relevance to the issue: Does the identified action address a regional/ cross-border problem related to the grant’s scope as stated in the announcement?
- The impact of NGO activities: What does the project intend to improve or change? Are goals and objectives contributing to the grant’s scope?
- Approach
  - a. Are the methodology and tools proposed appropriate/ realistic for solving the problem? To what extent are NGOs using the suggested tools and approaches outlined in the announcement?

- b. Regional NGO cooperation: Is the cross-border or regional NGO cooperation feasible and are the partners committed?
  - c. Involvement of other stakeholders: Are the identified stakeholders willing to cooperate with the NGOs in addressing the regional problem?
- The capacity of the NGOs: Are the NGOs qualified (previous project management experience/ annual budgets)?

The REC strongly recommends that applicants take the selection criteria into consideration when preparing the concept paper. The concept papers will be scored and ranked against these criteria. The top concept papers will be selected on this basis.

After the concept paper meeting, conditions, preconditions, recommendations and suggestions for improving the quality of the proposals will be given to the selected NGOs.

## **STAGE 2: FULL PROPOSAL (Deadline September 10, 2003)**

The NGOs whose concept papers are approved in stage one are eligible for a project preparation grant and a start-up grant. The purpose of the start-up grant is to help partners meet and work together on a full proposal. The exact amount of the start-up grant, which cannot exceed EUR 1,500, will be approved during the evaluation of the concept paper. The funds will be transferred to the lead NGO's bank account. The project coordinator of the lead NGO must keep careful records of how the money was spent and submit a report together with the full proposal. This project preparation phase will last from June to August 2003.

NGOs prepare the full proposals taking into consideration the REC's comments and recommendations from the concept paper evaluation.

**The full proposal must arrive at the REC's head office and country offices by the end of the day on September 10, 2003.** Only proposals sent by mail will be accepted.

## **EVALUATION OF THE PROJECT PROPOSALS (OCTOBER 3, 2003)**

An independent expert panel will evaluate all proposals. The expert panel will consist of: three representatives of the REC NGO Support Programme; three independent expert evaluators (DEF/ ICPDR members can be independent expert evaluators); and one representative from the donor (DRP).

The proposals are first pre-screened by REC staff for completeness. The expert panel will then review the proposals and score and rank them based on the following standard criteria:

### **Environmental impact**

- Measurable results leading directly or indirectly to nutrient pollution reduction;
- Process and stress reduction indicators are clearly defined.

### **NGO approach/ methodology**

- Feasible and effective methods are used;
- Trans-boundary perspective/ watershed approaches are applied.

### **Cooperation**

-----

- Feasible regional/ cross-border cooperation is demonstrated;
- Multi-stakeholder cooperation is involved.

### **Proposal quality**

- Feasible and realistic action plan;
- Cost-effective budget.

### **Staff capability**

- Staff experience and competence on the issue in all NGOs involved.

The REC country office and EECCA REC partners will contribute to the evaluation with their comments on the relevance of the issue to their particular country, the methods employed by the NGOs, and staff capacity.

## **WINNERS' MEETING AND START OF PROJECT IMPLEMENTATION (December 2003)**

Grant winners will be notified and invited to the REC's head office in Szentendre, Hungary, for a "winners' meeting." At this meeting NGOs will present their joint projects to the other grantees.

During the winners meeting the NGOs will review and sign an award agreement. This document specifies the reporting conditions and disbursement schedule. The grantees will meet the grant officer and financial assistant from the REC's head office, who will work closely with them throughout the project's implementation.

Grant winners should expect the first grant instalments no sooner than one month after the award agreement has been signed.

NOTE: The exact date of the winners' meeting will be communicated to the selected NGOs after the selection process has been finalised.

## **ADDITIONAL INFORMATION**

For more information on this grant programme, interested parties can:

- Visit the website:  
[http://www.rec.org/REC/Programs/NGO\\_Support/Grants/RegionalDanubeGrants/](http://www.rec.org/REC/Programs/NGO_Support/Grants/RegionalDanubeGrants/)
- Contact Entela Pinguli at the REC's head office (e-mail: [epinguli@rec.org](mailto:epinguli@rec.org); tel: [36-26] 504-000; fax: [36-26] 311-294).

More information on the overall Danube Regional Project can be found on the UNDP/ GEF Danube Regional Project web page: <http://www.icpdr.org/undp-drp>.

The REC's country and field offices will also be available to provide assistance.

The original concept papers should arrive by mail at the REC's head office (Ady Endre ut 9-11, 2000 Szentendre, Hungary) by the end of the day on April 10, 2003. Copies of the concept papers should also be sent to the REC's country office in each partner's country.

-----  
-----

In addition to the regional grants, the REC is managing, on behalf of the UNDP/ GEF Danube Regional Project, national grants to NGOs in the Danube River basin, in order to address the nutrient issues at the national level by involving other stakeholders. More information on these national grants can be found at: [http://www.rec.org/REC/Programs/NGO\\_Support/Grants/NationalDanubeGrants/](http://www.rec.org/REC/Programs/NGO_Support/Grants/NationalDanubeGrants/)

For technical reasons the donor has decided to divide the implementation of this project into several phases. The selection process (except the winners' meeting) is part of the first Danube Regional Project implementation phase, which will last until the end of October 2003. The winners' meeting and the grants implementation are part of the second implementation phase and are expected to start by December 2003. As the REC is only responsible for the project implementation, the actual dates may change at the donor's discretion. The REC has no control over potential delays but will do its best to ensure the smooth continuation of this project.

---



THE REGIONAL ENVIRONMENTAL CENTER  
for Central and Eastern Europe



## Danube Regional Project

### Regional Grants

*Call for Danube Basin-related NGO Regional Environmental Projects*

#### CONCEPT PAPER FORM

*Please type or write neatly in dark ink. The form for concept papers should be submitted together with a complete project description, a statement of cooperation from the partner(s), and the project preparation grant and partner request form (if applicable). Cooperating partners must sign the statement of cooperation. If there are more than two partner NGOs, please make copies of the statement of cooperation as necessary.*

<b>REC PROJECT NUMBER (to be filled in by the REC):</b>	
<b>Project title:</b>	

#### Lead NGO Information

Name:			
Registration number:		Telephone:	
E-mail address:		Fax:	
Address:			
Project coordinator:			
Name of individual preparing this proposal (if different from above):			
Project duration (# months):		Total project budget amount requested from the REC (in EUR):	
Bank name:		Name of the account holder:	
Bank address:		Account number and SWIFT code:	

## PROJECT DESCRIPTION

Please provide your project description, addressing each of the three points below. Limit the description to two A4 pages.

1. Identify and describe the Danube basin-related issue (focusing on nutrient and toxics reduction) your project will address and specify why it is a problem for each of the partner countries. Explain how this problem relates to the environmental issues mentioned in the grants announcement. When describing the environmental problem please refer to the list of topics given in the announcement and describe which heading your project falls under (i.e. land-use and agriculture, water management, industry or municipal issues).
2. Describe the actions you will take to address this environmental issue and provide a timeline for completing these tasks. The project implementation timeline should not exceed 24 months from the starting date (December 2003). The goals, objectives and expected results of the project should be clearly specified.
  - i. Indicate which of the methods or approaches identified in the announcement you intend to apply:
    - manage activities with direct and indirect measurable impact on nutrient and toxic substances pollution;
    - change consumers' behaviour;
    - serve as a model for other areas in the Danube River basin;
    - promote and assist Aarhus principles;
    - contribute to policy changes;
    - apply a regional approach: cooperate regionally, networking, employ a trans-boundary perspective, use the watershed approach, involve other stakeholders;
    - take innovative and creative approaches to nutrient and toxics-related problems (both direct and indirect methods) are welcomed but they should be clearly explained.
  - ii. Indicate the tools you will apply to this approach: awareness-raising and information dissemination through the media; lobbying and campaigning; public participation; environmental education and training; networking and partnerships (e.g. with water agencies); interactive case projects and clean-up actions; monitoring; simple applied research. Please refer to the explanations about each of the tools, provided in the announcement.
3. Estimate the total budget for the project. Explain how much will be required from the REC and how much funding you have from other sources. Regional grants are up to USD 35,000 each. In exceptional cases (proposals that involve more than three NGOs, require some form of construction or involve networking) the amount can exceed this limit by 50 percent (i.e. a total of USD 50,000).



## Danube Regional Project Regional Grants

*Call for Danube Basin-related NGO Regional Environmental Projects*

### PROJECT PREPARATION GRANT REQUEST

In order to assist you in preparing the full proposal, the REC offers up to EUR 1,500 to cover travel, hotel and meal costs for a meeting between the partners. NGOs are expected to fund costs that exceed this amount themselves. The REC does not pay per diems. Because the REC encourages the use of the most environmentally friendly form of transportation, travel to the meeting by train, bus or car should be considered in this order. Air travel will only be accepted when the travel distance is very large.

Estimate the costs of partner travel accommodation and food to a **total of up to EUR 1,500**. Do **not** include per diems.

Item	Cost
Travel: (names of those travelling, destination, price)	
Accommodation: (number of people/ night * price)	
Food: (number of people * price)	
Total	

**Please sign and date this concept paper:**

Signature of project coordinator (if your NGO has an official stamp, please stamp here!)	Date:

-----  
-----



## Danube Regional Project

### Regional Grants

*Call for Danube Basin-related NGO Regional Environmental Projects*

---

#### STATEMENT OF COOPERATION

---

<b>Project title:</b>	
-----------------------	--

**Statement:**

**By signing this statement of cooperation, we agree to work together throughout the project's preparation and implementation. If this concept paper is approved, we plan to meet and develop the full proposal. If the proposal is selected, we shall implement the project together. We agree that the lead NGO is responsible for communicating and presenting all materials to the REC. The lead NGO is also responsible for the project's overall management.**

**Partner NGO Information**

Name:			
Registration number:		Telephone:	
E-mail address:		Fax:	
Postal address:			
Name of the project coordinator of the partner NGO:			
Signature and date: (please stamp your name)			
Name of the project coordinator of the lead NGO:			
Signature and date: (please stamp your name )			

Note: If more than two organisations are cooperating on this project, please copy the statement of cooperation as necessary. The lead NGO should send the signed statements to each partner NGO(s) for signature. The partner NGO(s) should return the signed statements to the lead NGO, who will include them in the concept paper package.

-----