B: APPLICATION FORM

**NB\* Each organization's application will be reviewed differently, so you can submit an application even if you have different details than what is requested.**

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| **EMPOWERING VOICES: FOSTERING EQUALITY AND COMBATING DISCRIMINATION IN RWANDA PROJECT CALL FOR EXPRESSIONS OF INTEREST (EOI) FOR POTENTIAL PARTNERSHIP** |
| Organization legal Name: | Short Name: |
| Type of Organization (choose one: NGO, FBO, CSO network, other (specify)): |
| Telephone: | Fax: | Mailing address: |
| Street address (if applicable): |
| General E-mail Address: |  |  | Website: |
| Location of main offices Village:Cell:District:ProvinceCountry: |
| Name of the main contact person: Function of the main contact person: Phone:Email: |

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| RGB registration number (provide copy of registration) or authorization to operate:Date of registration: | Date of creation of organization: |
| Name and positions of senior staff and their CVs: |
| Personnel (specify number of men, women and other groups in each category) Board of Trustees/Directors and their composition: (Male, female, and other groups) 1.2.3.4.5.Number of senior staff members: (Male, female, and other groups)Number of permanent salaried employees: (Male, female, and other groups) Number of volunteers: (Male, female, and other groups) |
| Annual organizational budget: 2021:2022:2023:2024: | List your top three (4) donors in 2020-2024: 1.2.3.4. |
| **ORGANIZATIONAL CAPACITY STATEMENT (MAXIMUM 5 PAGES)** |
| Describe your organization’s vision and mission. What are the main Human rights-related issues being addressed by your organization in relation to anti-discrimination in Rwanda? |
| Select the technical areas in which your organization has at least 2 years of proven experience and comparative advantage from the list below: |

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| o Empowering Gender Equality Initiatives. | o Advancing Justice and Anti-Discrimination |
| o Promoting Inclusive Governance and Diversity. |  |
|  | o Other anti-discrimination related activities |
| o Enhancing Peace and Security through Anti-Discrimination Efforts |  |
| Provide examples of projects (2-34 most relevant recent) in key sectors selected above: |
| Project title:Donor:Total budget:Start date:End date:Project Location:Project Objectives:Target population(s):Key Interventions:Major achievements/impact to date: |

Project title:

Donor:

Total budget:

Start date:

End date:

Project Location:

Project Objectives:

Target population(s):

Key Interventions:

Major achievements/impact to date:

Project title:

Donor:

Total budget:

Start date:

End date:

Project Location:

Project Objectives:

Target population(s):

Key Interventions:

Major achievements/impact to date:

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| Project title:Donor:Total budget:Start date:End date:Project Location:Project Objectives:Target population(s):Key Interventions:Major achievements/impact to date: |
| Describe the activities to be supported, including background, objectives, related indicators, inputs, and outputs, in relation to the thematic priorities. Include a Logframe. (The total submission should not exceed 5 pages). |
| Budget breakdown related to the activities (maximum 1 page). |
| Provide any additional relevant information to support your application: |
| **ATTESTATION**I, the undersigned, , declare that the information provided in the enclosed application is – to the best of my knowledge – true and accurate.I also certify that there are no known familial and/or professional links between m embers / employees of my organization and personnel of RBJ International in Rwanda (tick the appropriate box below).O Yeso No **(if no, please describe on a separate page the nature of the relationship between your organization and RBJ Rwanda)**Done this day, 2025, in Name Job title Signature |

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| **OTHER INFORMATION (Attach scan copies)*** Valid RGB Registration Certificate or authorization to operate
* Organization Chart
* Recent Organization Annual Report
* Finance & HR/Administration Manual
* Anti-fraud Policy
* Organization Financial Statement Audit (Last 2 years)
* Experience of working with International NGO, donors - 3 Letters of reference
* RSSB Clearance certificate (less than 3 months)
* RRA Clearance certificate (Less than 3 months)
* Experience of working with International NGO - 3 Letters of reference
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