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the Republic of Turkey

Central Finance and Contracts Unit

The Civil Society Facility - EU - Turkey Intercultural Dialogue: Museums (ICD-MUSE)

Grant Application Form

Budget line: BL 22 02 01

Reference: CFCU/TR0803.02-02/MUSE

Deadline for submission of concept notes and applications
20 August 2010

Title of the action:	DEMSEA Collection International Art Exhibition & Conference Istanbul 2011
Location(s) of the action:	Istanbul Turkey
Name of the applicant	DEMSEA İç ve Dış Tic. A.Ş. (DEMSEA Collection)
Nationality of the applicant ¹	Turkish

Dossier No	
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(for official use only)

¹ The statutes must make it possible to ascertain that the organisation was set up by an act governed by the national law of the country concerned. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation.



EuropeAid ID ²	EuropaAid/130081/C/ACT/TR	
Legal status ³	Professional Organisation	
Partner(s) ⁴	DEMSA Group A.S (Dems Collection) TR-2010-CJH-1208314477, Turkish London Business Guide Org (ARP Group), LBG, IO, 217 British	
Total eligible cost of the action (A)	Amount requested from the Contracting Authority (B)	% of total eligible cost of action (B/Ax100)
[EUR 157300]	[EUR...120000]	% 39.18
Total duration of the action:	12 months	

Contact details for the purpose of this action:	
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Contact person for this action:	Abdullah Pehlivan
Contact person's email address:	abdullahpehlivan@demsagroup.com
Website of the Organisation	www.demsagroup.com

² To be inserted if the organisation is registered in PADOR. This number is allocated to an organisation which registers its data in PADOR. For more information and to register, please visit <http://ec.europa.eu/europeaid/onlineservices/pador>

³ E.g. non profit making, governmental body, international organisation

⁴ Add as many rows as partners

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PART A. CONCEPT NOTE

I. INSTRUCTIONS FOR THE DRAFTING OF THE CONCEPT NOTE

There is no specific template for the Concept Note but the applicant has to ensure that the text of his/her concept note:

- does not exceed 4 full pages (A4 size) of Arial 10 characters with 2 cm margins;
- responds, in the same sequence, to the headings listed below. It is expected that the size of each section will reflect the relative importance of each heading (ref max scores in the evaluation grid and in the Guidelines). The applicant may provide any additional information that he/she may deem useful for the evaluation, but which might not have been specifically requested (e.g. added value and/or synergy with other similar interventions - past, present, or planned - activities, multiplier or spill-over effects, why the applicant is the best placed for the implementation of the action etc). The evaluation will be carried out in accordance with the evaluation grid and it will be based solely on the information provided by the applicant in the concept note.
- Is drafted as clearly as possible to facilitate its assessment.

1. Relevance of the Action

- Provide a general presentation and analysis of the problems and their interrelation at all levels.
- Identify clearly specific problems to be addressed by the action.
- Include a brief description of the target groups and final beneficiaries.
- Demonstrate the relevance of the proposal to the needs and constraints in general of the target country(ies) or region(s) and to the target groups/final beneficiary groups in particular.
- Demonstrate the relevance of the proposal to the objectives and priorities and requirements of the call for proposals (point 1.2 of in the Guidelines for grant applicants).

2. Description of the action and its effectiveness

- Provide a description of the proposed action including, where relevant, background information that led to the presentation of this proposal. This should include:
 - a description of the overall objective of the action, duration, expected results;
 - a description of the proposed activities and their effectiveness;
 - involvement of any implementing partners, their role and relationship to the applicant, if applicable;
 - other possible stakeholders (national, local government, private sector, etc.), their anticipated role and/or potential attitudes towards the project.

3. Sustainability of the action

- Provide an initial risk analysis and possible contingency plans. This should include at least a list of risks associated with each main activity proposed accompanied by relevant corrective measures to mitigate such risks. A good risk analysis would include a range of risk types including physical, environmental, political, economic and social risks.
- Give the main preconditions and assumptions during and after the implementation phase.
- Explain how sustainability will be secured after completion of the action. This can include aspects of necessary measures and strategies built into the action, follow-up activities, ownership by target groups etc.

PART B. FULL APPLICATION FORM

I. THE ACTION

To be submitted by all applicants

Reference of the Call for Proposals	TR0803.02-02/ICD-MUSE/
Title of the Call for Proposals	<i>The Civil Society Facility – EU-Turkey Intercultural Dialogue: Museums</i>
Name of the applicant	DEMSEA İç ve Dış Tic. A.Ş (Demsas Collection)

1. DESCRIPTION

1.1. Title

DEMSEA Collection International Art Exhibition & Conference Istanbul 2011

1.2. Location(s)

Turkey Istanbul

1.3. Cost of the action and amount requested from the Contracting Authority

Total cost of the action (A)	Amount requested from the Contracting Authority (B)	% of total eligible cost of action (B/Ax100)
[EUR/...306300.]	[EUR...120000.]	%39.2

Please note that the cost of the action and the contribution requested from the Contracting Authority have to be expressed in national currency.

1.4. Summary (max 1 page)

Total duration of the action	12 months
Objectives of the action	Art Exhibitions, Conference & Workshops 1. Diversity 2. International Events

	<p>3. International Exhibitions 4. Cultural Dialogue</p> <p>Diversity</p> <p>2. International Events 3. International Exhibitions 4. Cultural Dialogue</p> <p>1. Attendance numbers of exhibitions will be main indicator 2. Participations on panels, conference and workshop 3. Media</p> <p>Professions circulation: Workshops, Conference, Panels... Mutual feedback: Workshops, Conference, Panels and Educational programme Liaise: Exhibition, education, staff exchange , publication etc..</p> <p>Islamic culture, art and social life have become an area of great interest during the last decade. Several countries including Qatar, Dubai, and Turkey are committed to creating museums, international art fairs and biennials of modern and contemporary art devoted the their own artists. Recent interest on the part of the world art circles in the east, Istanbul’s selection as the 2010 European Capital of Culture, foreign media’s increasing interest in the Istanbul Biennial and fairs. Because of that reasons we will plan two international exhibitions and workshops before the establish Demsa Museum.</p> <p>The exhibits and workshops greatly demonstrate the similarities and differences that exist between these two cultures. Artifacts and paintings allow the public to gain an understanding of these two cultures and how they either contradict or correlate with each other. The exhibits provide a brief history of the west and east divides and how it has fluctuated over the years. It questions the divide and the way it is portrayed in media and history as a vast divide. The exhibits contains picture sources, extracts of text and artifacts that all show the friendships that have existed between eastern and western cultures for many years. The exhibit also connotes the way in which these two cultures have influenced each others art.</p> <p>Briefly, we will intend to establish a cultural bridge between east and west.</p>
Partner(s)	London Business Guide Org (ARP Group), LBG, IO, 217 British
Target group(s) ⁵	<p>A: Professionals: Sharing experiences (collectors, Painters exc.) B: Children, youngsters, researchers, elderly people, handicapped people: Learn about art, artists, world cultures, through fun activities C: Family: Family-friendly publication, teacher’s guides, video and film.</p> <p>In addition, considering that till now there has not been any institution to carry over the visual experience of the Turkish painting, an extensive archive built up with a new technological system is envisioned. Demsa Collection should include various features, in order to appeal to different layers within the society (children, youngsters, researchers, elderly people,</p>

⁵ “Target groups” are the groups/entities who will be directly positively affected by the project at the Project Purpose level – See paragraph 2.3 in Section II for the list.

	handicapped people etc.)
Final beneficiaries ⁶	<p>Istanbul's selection as the 2010 European Capital of Culture, foreign media's increasing interest in the Istanbul Biennial and fairs. Because of that reasons we will plan two international exhibitions and workshops before the establish Demsa Museum.</p> <p>The exhibits and workshops greatly demonstrate the similarities and differences that exist between these two cultures. Artifacts and paintings allow the public to gain an understanding of these two cultures and how they either contradict or correlate with each other. The exhibits provide a brief history of the west and east divides and how it has fluctuated over the years. It questions the divide and the way it is portrayed in media and history as a vast divide. The exhibits contains picture sources, extracts of text and artifacts that all show the friendships that have existed between eastern and western cultures for many years. The exhibit also connotes the way in which these two cultures have influenced each others art.</p> <p>Briefly, we will intend to establish a cultural bridge between east and west.</p>
Estimated results	<p>If we present our self rightly we can have a voice in the art world. Demsa Museum (Collection) will be known internationally. Turkish attendance will have a chance to follow European art world.</p>
Main activities	<p>I. Exhibition October 2011 Subject: Selection of Demsa Collection Place: Tophane-i Amire, Istanbul</p> <p>Conference and workshop October 2011, Lütfi Kırdar, Istanbul Subject: Discuss the Turkish art & Museology</p> <p>Social Events: Istanbul excursion, press conference, Dinner October 2011, Lütfi Kırdar, Istanbul</p> <p>II. Exhibition March 2012 Subject: Selection of contemporary artworks (International) Place: Antrepo 5, Istanbul</p> <p>Conference and workshop March 2012, Lütfi Kırdar, Istanbul Subject: New trends in the art world</p> <p>We are also focusing on contemporary international temporary exhibitions as much as the permanent exhibition. For that reason we would like to invite significant professions. Their names and subject are as follows:</p> <p>Nicolas Bourriaud (Palais de Tokyo, Paris) 2009 He curated the fourth Tate Triennial, entitled Altermodern. Subject: Modernism, Postmodernism and Alter modernism</p> <p>Dan Cameron (CAC, USA), In 2003 Cameron served as Artistic Director for the 8th Istanbul Biennial, entitled Poetic Justice, director of Contemporary Arts Center (CAC), New Orleans Subject : New trends in the art world</p>

⁶ "Final beneficiaries" are those who will benefit from the project in the long term at the level of the society or sector at large.

	<p>Frances Morris (Head of Collections (International Art) at Tate Modern, London) Subject: New Media and Display Strategy</p> <p>Our collection consists of modern painting which is mostly French modernism reflection. We want to cooperate with specialist Stephan Guegan whose subject is French Impressionism. He will curate Manet exhibition for D'orsay Museum in 2011. Subject: French Impressionism and Turkish Impressionism</p> <p>Our collection also has got calligraphy section. Linda Komaroff is an Islamic art director in LACMA, Los Angeles who knows our collection and their value. We can discuss calligraphy exhibition strategy in contemporary museology.</p> <p>Subject: Turkish Calligraphy in Islamic world</p> <p>We will also invite Turkish and foreigner artists for workshop.</p> <ol style="list-style-type: none"> 1. Gerhard Richter (1932-) 2. David Hockney (1937-) 3. Richard Serra (1939-) 4. Anselm Kiefer (1945-) 5. Marina Abramovic (1946-) performance artist 6. Jeff Koons (1955-) 7. Maurizio Cattelan (1960-) 8. Vanessa Beecroft (1969-) (Fashion and art) 9. Kutluğ Ataman (1961-) 10. Nezahat Ekici
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1.5. Objectives (max 1 page)

Begun in a professional sense approximately 12 years ago by Cengiz Çetindoğan, Demsa Collection was officially established as a department under the Demsa Group in 2006, and now the Demsa Collection is the base of a project of transforming a private collection into a public museum.

The museum will be located on the Golden Horn: the famous historical peninsula with a unique geographical charm and beauty. Being a major port, the Golden Horn region has always acted as a cultural center since the Byzantine period. Today it is becoming a museum island surrounded by universities and museum buildings. The museum's architectural project will be handled by international awards winning architect Zaha Hadid. It's of major importance that the museum will be the first building in Turkey being designed as a museum building. The system will be built by GCAM professional consulting firm. Contentwise, the collection is rich and extensive. Considering all these aspects, there is no doubt it will fill the void for a reference museum in Istanbul.

Our collection consists of 2 main sections. The first section embodies very rare and valuable works such as calligraphies, the hilyes and the Korans from the Ottoman period. The second section is made up of classical, modern and contemporary works, ranging from the earliest examples of canvas painting from the late 19th century to today. The collection can be said to consist predominantly of painting, but the number of sculptures is not insignificant either. Without focusing on a particular period or style, our collection covers a historically wide range of works, starting from the 19th century, the time of first paintings in the western sense for department of painting. For this reason, it can be said that the names that define the periods and the artists that belong to these periods have been given a particular and primary place.

Our purpose (and also exhibition Strategy) is to share the Turkish art history with the public through a large and comprehensive collection. We are also focusing on contemporary international temporary exhibitions as much as the permanent exhibition. In sum, Demsa Collection wants to integrate the local and global perspectives in its museum design structure and exhibition strategies.

The collection adopts a strategy that goes along with the contemporary curatorial approach.

Acquisition Strategy: All works proposed for acquisition, including works proposed as promised gifts for future acquisition, must first be recommended by the curatorial staff and approved by the Cengiz Çetindoğan.

Donations Strategy: Donations will be received if the art works are in the same standard and good quality like our collection's pieces. Demsa Collection will also consider the provenance of the art works.

Exhibition Strategy: Set in the museum that is planned to be established, the collection demonstrates the general profile of the Turkish art from its inception on. Thanks to temporary exhibitions the contemporary section will outshine. That's why two temporary exhibition grounds are required in the museum where international works are planned to be displayed.

We also wish to make a physical and technical collaboration with existing museums and those that will be built in the future, and internationally we are willing to hold common exhibitions with museums abroad.

Educational Strategy: The collection will be backed up by educational programs about art. Relevant workshops, lectures and panels will be held. Scientific editions will be published.

- a.Children: Learn about art, artists, world cultures, through fun activities
- b.Family: Family-friendly publication, teachers guides, video and film.

In addition, considering that till now there has not been any institution to carry over the visual experience of the Turkish painting, an extensive archive built up with a new technological system is envisioned. Demsa Collection should include various features, in order to appeal to different layers within the society (children, youngsters, researchers, elderly people, handicapped people etc.)

Target Attendance Strategy: Our aim is to transform museums into a cultural complexes with gift shops, restaurants, conference halls, movie theaters, temporary exhibition halls and bookstores, and in this manner reach different age groups from different levels.

Planned staffing structure:

- An Advisory Council of 7 to 10 members
- Museum Manager and Secretary (2)
- Curatorial Team (2)
- General Secretary for Exhibition Budget Planning
- Exhibition Specialists (3) for Exhibition Catalogs and Conference Coordination
- Accounting (1)
- Guides (2) – outsourced

- Training (3) – Whenever guides or trainings are needed, assistant students from universities' art departments will be provided
- IT (2)
- Archives (1)
- Advertisement and Marketing (1) for sponsorship, publishing, advertising, renting spaces
- Head of Security (1) – contract with a security company for a 7/24 service (70) including cleaning and gardening staff
- Office boys (2) for storage room and office errands
- Technical staff (4) – carpenter, electrician, plumber, etc.
- Service employee (1)
- Restoration department

1.6. Relevance of the action (max 3 pages)

Demsa Museum role in the international platform: Interest in Middle East has grown dramatically since the destruction of the World Trade Towers on September 11, 2001, and subsequent wars in Afghanistan and Iraq. Briefly, Islamic culture, art and social life have become popular/significant for the last decade. We can easily recognize that on contemporary art. Artists such as Ghada Amer, Kader Attia, Kutlug Ataman, Shirin Neshat, Nezahat Ekici, etc are recognized as significant figures on the international scene. They appear regularly in exhibitions around the world, and are represented by some of the most important dealers in the world. Dubai and Istanbul are important commercial forum for contemporary art from the Middle East, while both Sothbey's and Christie's have opened branches to cater to the growing market there. New Publications, such as Transglobe, Bidoun, Canvas are devoted to the work of contemporary artists from Middle East. For Example, Transglobe published *Unleashed: Contemporary Art From Turkey* by editors Hossein Amirsadeghi & Maryam Homayoun Eisler in 2010 from London. Symposiums has organized on Islamic culture and contemporary art or contemporary art in Middle east, etc.. by important museums such as Tate in London, MOMA in New York, Royal Ontario Museum in Toronto... Several countries, Qatar, Dubai, Istanbul, among the others, are committed to creating museums, international art fair and biennials of modern and contemporary art devoted the their artists.

We have decided to devote temporary exhibitions to works of significant interest to the tradition. We are planning series exhibitions about tradition & contemporary version. We aim is that to demonstrated the continuity the present with the past, tradition with innovation, the local with the global.

In that way Demsa Collection will provide cultural dialogue between East and West. It will give an opportunity to develop artist and professions circulation as an international platform.

It means Demsa Museum will display mutual exhibition with its partnership. Demsa will be developing the project about exchanging of young artist for supporting them. And also Demsa will focus educational program. When museums/institutions deal with each other as a partner Demsa will exchange staff's and students to others. All of these reasons Demsa will take integrationist role between East and West.

Islamic culture, art and social life have become an area of great interest during the last decade. Several countries including Qatar, Dubai, and Turkey are committed to creating museums, international art fairs and biennials of modern and contemporary art devoted the their own artists. Recent interest on the part of the world art circles in the east, Istanbul's selection as the 2010 European Capital of Culture, foreign media's increasing interest in the Istanbul Biennial and fairs. Because of that reasons we will plan two international exhibitions and workshops before the establish Demsa Museum.

The exhibits and workshops greatly demonstrate the similarities and differences that exist between these two cultures. Artifacts and paintings allow the public to gain an understanding of these two cultures and how they either contradict or correlate with each other. The exhibits provide a brief history of the west and east divides and how it has fluctuated over the years. It questions the divide and the way it is

portrayed in media and history as a vast divide. The exhibits contains picture sources, extracts of text and artifacts that all show the friendships that have existed between eastern and western cultures for many years. The exhibit also connotes the way in which these two cultures have influenced each others art.

1.7. Description of the action and its effectiveness (max 14 pages)

Interest in Middle East has grown dramatically since the destruction of the World Trade Towers on September 11, 2001, and subsequent wars in Afghanistan and Iraq. Briefly, Islamic culture, art and social life have become populer/significant for the last decade. We can easily recognize that on contemporary art. Artists such as Ghada Amer, Kader Attia, Kutlug Ataman, Shirin Neshat, Nezahat Ekici, etc are recognized as significant figures on the international scene. They appear regularly in exhibitions around the world, and are represented by some of the most important dealers in the world. Dubai and Istanbul is important commercial forum for contemporary art from the Middle East, while both Sothbey's and Christie's have opened branches to cater to the growing market there. New Publications, such as Transglobe, Bidoun, Canvas are devoted to the work of contemporary artists from Middle East. For Example, Transglobe published Unleashed: Contemporary Art From Turkey by editors Hossein Amirsadeghi & Maryam Homayoun Eisler in 2010 from London. Symposiums has organized on Islamic culture and contemporary art or contemporary art in Middle east, etc.. by important museums such as Tate in London, MOMA in New York, Royal Ontario Museum in Toronto... Several countries, Qatar, Dubai, Istanbul, among the others, are committed to creating museums, international art fair and biennials of modern and contemporary art devoted the their artists.

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Demsa Company is pioneering and entrepreneurial:

The institutions that share their experience and knowledge with their target clients through their museums strengthen both their brand names and their corporate identities. In our day, economic success is closely related to an institution's ability to express itself to both the domestic and foreign target clients; its longevity in the market; the whole field of public relations; and its instutional identity. The institutions show an effort not only in these matters but also in conserving the cultural heritage, which contributes to both the identity and the positive image of the institution.

Operating internationally in the fields of fashion, media, construction, and tourism Demsa Group has a similar vision, and therefore has expanded its institutional artistic activities through its present collection. Demsa Group will be particularly cooperating with the fashion and media sectors, thus presenting its well-established corporate identity.

1.8. Methodology (max 4 pages)

Partners :

- 1 Demsa Group (Demsa Collection) from Istanbul, Turkey
- 2 London Business Guide Organisation (LBG) from London,UK

Demsa is the project owner and Event Organiser
LBG is a partner for the project from London to collect delegates from EU countries for event which is going to be in Istanbul.

DEMSA Group :

who offered the worldwide known brands of the world to the choice of Turkish consumers in 2000 with his exclusive concept of service, is today the Turkish Representative of 13 international brands : Harvey Nichols, Gianfranco Ferre, Just Cavalli, Ice Iceberg, M Missoni, Marc Cain, D&G, Gerard Darel, Guess, Fornarina, Laura Ashley, Mothercare, ELC, Charles & Keith.

While Demsa Group is offering the products of the designers who have reputation at international fashion sector as well as numerous exclusive brands, the Group is targeting to give you the most unique and perfect service with Demcard Special Customer Program, which considers your brand choices and personal taste, and which makes shopping as enjoyable as ever.

DEMSA COLLECTION, begun in a professional sense approximately 12 years ago by Cengiz Çetindoğan, Demsa Collection was officially established as a department under the Demsa Group in 2006, and now the Demsa Collection is the base of a project of transforming a private collection into a public museum.

The museum will be located on the Golden Horn: the famous historical peninsula with a unique geographical charm and beauty. Being a major port, the Golden Horn region has always acted as a cultural center since the Byzantine period. Today it is becoming a museum island surrounded by universities and museum buildings. The museum's architectural project will be handled by international awards winning architect Zaha Hadid. It's of major importance that the museum will be the first building in Turkey being designed as a museum building. The system will be built by GCAM professional consulting firm. Contentwise, the collection is rich and extensive. Considering all these aspects, there is no doubt it will fill the void for a reference museum in Istanbul.

London Business Guide Organisation (LBG):

LBG is engaged in Business Consulting, International Marketing, access to finance in the EU, Consulting for EU funding, organising International Dinner Conference & Business Networking Events, Business training and workshops, Social business projects management & Art Collection, Publishing Business Directory UK-EU, Start-up business services for SMEs and provides a wide range of management, marketing, new business development services to local enterprises as well as foreign companies.

LBG is a well established business, offering Business Support services in the UK to a wide variety of clients. The company, which is based in Soho London, was set-up in 2003 and has many years experience in the Organisational Development Trade and business consultancy. LBG has been working to improve the infrastructure of minority business community in the UK in order to enable the community to contribute more effectively to the British economy. LBG is also a private umbrella business organisation, offering Business Support Services (Business Consulting, access to finance, Business Plans, Business Project Management & Art Collection, Business Marketing) in the UK to clients and members in EU countries. LBG has a satisfied network of clients, based throughout the UK and EU, including SMEs businesses in London. LBG was initially established for the purpose of serving UK business activities. LBG exists to assist and promote the development of business community in London and elsewhere in the UK. It is a comprehensive business resource centre for companies. Its mission is to provide businesses with topical information, management tools, promotional programmes, business related products and services and IT support, all to help business owners and entrepreneurs expand and manage their companies more efficiently and profitably.

LBG is established in 2003 by Abdullah R Pehlivan MSc Engineer, Director for London Business Guide Organisation. Abdullah Pehlivan is also the Publishing Director of Turkish Business Directory 2005-11 which is one of the publishing products of London Business Guide awarded by University of Westminster (sponsored by West-Focus) as the most successful entrepreneur of the year 2005 and awarded by Ethnic Business Federation UK as the Organisation of the year 2007.

LBG also regularly arranges business meetings, Business Networking Events in London that prominent businessmen, governors and politicians from the UK and European Countries are invited.

LBG has been working with different British governmental and private organisations giving business supporting services and training as Train to Gain, Learning and Skills Council (LSC), Business Link, Westminster College, Greater London Authority (GLA), London South Bank University (LSBU) and Think London to deliver training and business services like Business administration courses for start-up business, Management skills NVQ Level 3-4 for SMEs, IT skills for women, customer care and other courses to its customers and members. London Business Guide(LBG) has a satisfied network of clients, based throughout the UK and EU, including SMEs businesses in London. LBG which has more than 25.000 business members in the UK and EU countries managed by Abdullah Pehlivan who has worked within the Management Consultants business for many years. Abdullah Pehlivan is well trained to manage the company, having previously worked for a broad range of companies. Abdullah R Pehlivan is also creator and Editor-in-Chief of the Turkish Business Directory UK-EU.

One of LBG`s well-known initiatives has been the annual publication of the Turkish Business Directory UK-EU (ISSN 1755-0130), which provides a platform at all levels of business for Turkish Minority Enterprises in the UK and EU countries. The main goal of this directory is to expand the business potential in the UK of the Turkish business people living in the UK and rest of Europe. Turkish Business Directory UK-EU, which provides a platform at all, levels of business for Turkish Minority Enterprises in the UK. The Directory provides advice on how to set up a business in the UK; information on business networking services; includes profiles of successful businessmen and women in the UK and EU countries, which provide role models and highlight the contribution that the Turkish Business community makes to the UK and EU countries economy

This directory is also focusing on providing a link between the potential businesses and authorities supplying high level service support. With the help of the directory, many business people can meet different agencies, which will promote & consolidate the development of minority businesses.

One of the innovations in the Turkish Business Directory UK-EU is having two special sections on Business Support Services. The first is a feature article under the heading 'Useful Business Information' which explains the purpose and scope of the work of publicly funded business support agencies, whose services are available to business people in the UK. This feature article is accompanied by sponsorship advertorial and advertisements. There is a classified section allowing readers to access business contacts easily. The second section is a listing of business support agencies in the Yellow Pages sections of the Directory which also includes advertising and advertorial. Business sectors will be represented by the diversity & impact of the Turkish Minority Enterprises that contribute to the UK and the EU economies

Project Management team :

Mr Abdullah Pehlivan (www.abdullahpehlivan.com), General Coordinator of the Project, MSc Engineer, International Business Consultant, Director for London Business Guide Organisation and also Publishing Director for Turkish Business Directory UK-EU. He has taken several Business Developments, Administration & Management courses with MSc degree in London. He has also been attending several courses at the Local Business Development and International Business Management Training in the UK and EU. He has more than 17 year`s experiences with several international business related companies in EU countries...

In 2003 Mr. Abdullah Pehlivan has founded London Business Guide (LBG) Organisation which has 25.000 business members in the UK and EU countries. Abdullah Pehlivan is also publishing Director of Turkish Business Directory (2005-11) which is one of the publishing products of London Business Guide awarded by University of Westminster (sponsored by West-Focus) as the most successful Entrepreneur of the year 2005 and awarded by Ethnic Business Federation UK as the Organisation of the year 2007. He has also been working with different British governmental and private organisations giving business

supporting services and training as Train to Gain, Learning and Skills Council (LSC), Business Link, Westminster College, Greater London Authority (GLA), BEMF, SEL, LSBU and Think London. He is also member of the Social Enterprise London SEL, Social Enterprise Coalition UK and British Association of Journalists BAJ.

He is also an entrepreneur and organiser in the UK-EU, regularly arranges international business meetings and conference; Business Networking Events in London and Istanbul that prominent business people, governors and politicians from the UK and European Countries are invited.
<http://www.abdullahpehlivan.com/html/events.html>

Mrs. Nimet Şahingiray: General Manager for the Collection, Description of role: She manages the team of Demsa in this project. She also cooperates with Demsa staff in that activity.

Ms. Sevil Dolmaci: Project Analyst, Description of role: She specializes in contemporary art. Se prepares all of text about collection and also project. She also cooperates with Demsa staff in that activity.

Mrs. Özlem Erten: Project Archivist, Description of role: She works on collection archive. She also cooperates with Demsa staff in that activity.

1.9. Duration and indicative action plan for implementing the action

Year 1													
Activity	Semester 1						Semester 2						Implementing body
	May (1) 2011	2	3	4	5	6	7	8	9	10	11	12	
Preparation Activity 1 Collect delegates From EU countries													London Business Guide (LBG)
Execution Activity 1 Hiring the conference Hall and publicity													Demsa Collection
Organising the International Conference and Exhibition in Istanbul													London Business Guide (LBG)
Execution Activity 2 Organising the workshop & Art Exhibition													Demsa Collection
Project monitoring and International													London Business Guide (LBG)
Etc.													

1.10. Sustainability (max 3 pages)

The institutions that share their experience and knowledge with their target clients through their museums strengthen both their brand names and their corporate identities. In our day, economic success is closely related to an institution's ability to express itself to both the domestic and foreign target clients; its longevity in the market; the whole field of public relations; and its institutional identity. The institutions show an effort not only in these matters but also in conserving the cultural heritage, which contributes to both the identity and the positive image of the institution.

Operating internationally in the fields of fashion, media, construction, and tourism Demsa Group has a similar vision, and therefore has expanded its institutional artistic activities through its present collection. Demsa Group will be particularly cooperating with the fashion and media sectors, thus presenting its well-established corporate identity.

1.11. Logical framework

2. BUDGET FOR THE ACTION

Fill in Annex B (worksheet 1) to the Guidelines for applicants for the total duration of the action and for its first 12 months. For further information see the Guidelines for grant applicants (Sections 1.3, 2.1.4 and 2.2.5).

Annex III. Budget for the Action ¹	Year 1 ²				
	Costs	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)
1. Human Resources					
1.1 Salaries (gross salaries including social security charges and other related costs, local staff) ⁴	8	4	1600	51200	
1.1.1 Technical	Per month	12	1800	21600	
1.1.2 Administrative/ support staff	Per month	12	2000	24000	
1.2 Salaries (gross salaries including social security charges and other related costs, expat/int. staff)	Per month	12	1500	18000	
1.3 Per diems for missions/travel ⁵					
1.3.1 Abroad (staff assigned to the Action)	Per diem	10	400	4000	
1.3.2 Local (staff assigned to the Action)	Per diem	10	150	1500	
1.3.3 Seminar/conference participants	Per diem	10	2500	25000	
Subtotal Human Resources					145300
2. Travel⁶					
2.1. International travel	Per flight	20	300	6000	
2.2 Local transportation	Per month	10	200	2000	
Subtotal Travel					8000

3. Equipment and supplies⁷				
3.1 Purchase or rent of vehicles	Per vehicle	10	200	2000
3.2 Furniture, computer equipment	1	6	800	4800
3.3 Machines, tools...	4	2	1000	8000
3.4 Spare parts/equipment for machines, tools	2	2	1250	5000
3.5 Other (please specify)	1	2	600	1200
Subtotal Equipment and supplies				21000
4. Local office				
4.1 Vehicle costs	Per month	8	250	2000
4.2 Office rent	Per month	12	1500	18000
4.3 Consumables - office supplies	Per month	12	250	3000
4.4 Other services (tel/fax, electricity/heating, maintenance)	Per month	12	300	3600
Subtotal Local office				26600
5. Other costs, services⁸				
5.1 Publications ⁹	2	2	10000	40000
5.2 Studies, research ⁹	2	2	3000	12000
5.3 Expenditure verification	2	1	1000	2000
5.4 Evaluation costs	2	1	1000	2000
5.5 Translation, interpreters	4	2	300	2400
5.6 Costs of conferences/seminars ⁹	2	2	10000	40000
5.7 Visibility actions ¹⁰	1	2	1000	2000
Subtotal Other costs, services				100400
			Year 1	
Expenses	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)
6. Other	1	2	2500	5000
Subtotal Other				5000
7. Subtotal direct eligible costs of the Action (1-6)				140300
8. Provision for contingency reserve (maximum 5% of 7, subtotal of direct eligible costs of the Action)	1	1	7000	7000
9. Total direct eligible costs of the Action (7+ 8)				147300
10. Administrative costs (maximum 7% of 9, total direct eligible costs of the Action)	1	2	5000	10000
11. Total eligible costs (9+10)				157300

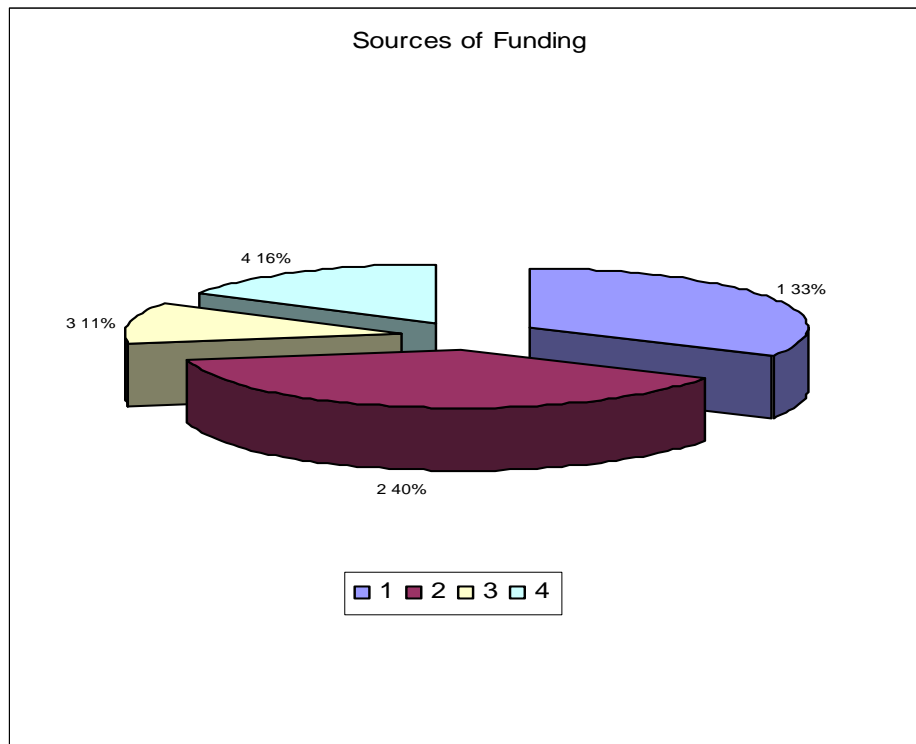
3. EXPECTED SOURCES OF FUNDING

Sources of funding

						Amount	Percentage
						EUR	of total
							%

Applicant's financial contribution									
Demsa Collection								101300	33,07
Contribution from the Contracting Authority*								120000	39,18
Contribution(s) from other European Institutions or EU Member States									
<i>Name</i>	<i>Conditions</i>								
Contributions from other organisations:									
<i>Name</i>	<i>Conditions</i>								
London Business Guide Org								35000	11,43
TOTAL CONTRIBUTIONS									
Direct revenue from the Action									
Sponsors for Conference & Art Exhibitions								50000	16,32
OVERALL TOTAL								306300	100

* This contribution contains 96% of Community and 4% of national public contribution.



4. EXPERIENCE OF SIMILAR ACTIONS

Project title:		Sector (see section 2.2 of section II): Erasmus for Young Entrepreneurs Pro			
Location of the action	Cost of the action (EUR)	lead manager or partner	Donors to the action (name) ⁷	Amount contributed (by donor)	Dates (from 01/03/2010 to dd/mm/yyyy)
London	145.000	A R Pehlivan	EU Commusion	120.000	2010-
Objectives and results of the action		<p>This EU programme, Offers new entrepreneurs the opportunity to learn from an experienced entrepreneur who is running a small or medium-sized enterprise (SME) in another EU country; Enables the exchange of experience between new and experienced entrepreneurs; Facilitates access to new markets and the search for potential business partners; Enhances networking between business people and SMEs; Allows experienced entrepreneurs to develop new commercial relations and find out more about opportunities in another EU country. Erasmus for Young Entrepreneurs is a project initiated by the European Union (EU). It aims at helping new entrepreneurs to acquire relevant skills for managing a small or medium-sized enterprise (SME) by spending time in a business in another EU country. It contributes to improving their know-how and fosters cross-border transfers of knowledge and experience between entrepreneurs. The specific objectives of the programme are: On-the-job-training for new entrepreneurs in SMEs elsewhere in the EU in order to facilitate a successful start and development of their business ideas; Exchanges of experience and information between entrepreneurs on obstacles and challenges to starting up and developing their businesses; To enhance market access and identification of potential partners for new and established businesses in other EU countries; Networking by building on knowledge and experience from other European countries between entrepreneurs.</p> <p>Erasmus for Young Entrepreneurs is financed by the European Commission and operated across 24 EU countries by the help of more than 100 intermediary organisations competent in business support .Their activities are coordinated at European level by EUROCHAMBRES, the Association of European Chambers of Commerce and Industry, which acts as Support Office.</p>			

⁷ If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.

II. THE APPLICANT

EuropeAid ID number⁸	TR-2010-CJH-1208314477
Name of the organisation	DEMSA İÇ VE DIŞ TİÇ. A.Ş. (DEMSA COLLECTION)

Information requested under this point need only be given in cases where there have been modifications or additions as compared to the information given in the Concept note form.

1. IDENTITY

Legal Entity File number⁹	
Abbreviation	DEMSA
Registration Number (or equivalent)	429237
Date of Registration	1999
Place of Registration	ISTANBUL
Official address of Registration	KISIKLI CAD No:43 ALTUNİZADE ,ISTANBUL TURKEY
Country of Registration¹⁰/ Nationality¹¹	TURKEY
E-mail address of the Organisation	demsa@demsagroup.com
Telephone number: Country code + city code + number	+90 216 6517380/88
Fax number: Country code + city code + number	+90 216 6517374
Website of the Organisation	www.demsagroup.com

⁸ This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

⁹ If the applicant has already signed a contract with the European Commission.

¹⁰ For organisations. If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location.

¹¹ For individuals. If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location.

PROFILE

Legal status	PLC
Profit-Making	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
NGO	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Value based¹²	<input type="checkbox"/> Political <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Humanistic <input type="checkbox"/> Neutral
Is your organisation linked with another entity?	<input type="checkbox"/> Yes, parent entity: (please specify its EuropeAid ID:.....) <input type="checkbox"/> Yes, controlled entity(ies) <input type="checkbox"/> Yes, family organization / network entity ¹³ <input checked="" type="checkbox"/> No, independent

2.1. Category

Category¹⁴	Public	Private
	<input type="checkbox"/> Public Administration <input type="checkbox"/> Decentralised representatives of Sovereign States <input type="checkbox"/> International Organisation <input type="checkbox"/> Judicial Institution <input type="checkbox"/> Local Authority <input type="checkbox"/> Implementation Agency <input type="checkbox"/> University/Education <input type="checkbox"/> Research Institute <input type="checkbox"/> Think Tank <input type="checkbox"/> Foundation <input type="checkbox"/> Association <input type="checkbox"/> Media <input type="checkbox"/> Network/Federation <input type="checkbox"/> Professional and/or Industrial Organisation <input type="checkbox"/> Trade Union <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Commercial Organisation	<input type="checkbox"/> Implementation Agency <input type="checkbox"/> University/Education <input type="checkbox"/> Research Institute <input type="checkbox"/> Think Tank <input type="checkbox"/> Foundation <input type="checkbox"/> Association <input type="checkbox"/> Media <input type="checkbox"/> Network/Federation <input checked="" type="checkbox"/> Professional and/or Industrial Organisation <input type="checkbox"/> Trade Union <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Commercial Organisation <input type="checkbox"/> Other Non State Actor

¹² Please choose only one set of values.

¹³ E.g. confederation / federation /alliance

¹⁴ Please specify 1) the Sector to which your organisation belongs, as defined in its statutes (or equivalent document): Public (established and/or funded by a public body) OR Private (established and/or funded by a private entity); 2) in the appropriate column, the Category to which your organisation belongs (ONE CHOICE ONLY).

2.2. Sector(s)¹⁵

<input type="checkbox"/>	X	11		Education
<input type="checkbox"/>			111	Education, level unspecified
<input type="checkbox"/>			11110	Education Policy & Admin. Management
<input type="checkbox"/>			11120	Education Facilities And Training
<input type="checkbox"/>			11130	Teacher Training
<input type="checkbox"/>			11182	Educational Research
<input type="checkbox"/>			112	Basic education
<input type="checkbox"/>			11220	Primary Education
<input type="checkbox"/>			11230	Basic life skills for youth and adults
<input type="checkbox"/>			11240	Early childhood education
<input type="checkbox"/>			113	Secondary education
<input type="checkbox"/>			11320	Secondary education
<input type="checkbox"/>			11330	Vocational Training
<input type="checkbox"/>			114	Post-secondary education
<input type="checkbox"/>			11420	Higher Education
<input type="checkbox"/>			11430	Advanced Tech. & Managerial Training
<input type="checkbox"/>			12	Health
<input type="checkbox"/>			121	Health, general
<input type="checkbox"/>			12110	Health Policy & Admin. Management
<input type="checkbox"/>			12181	Medical education/training
<input type="checkbox"/>			12182	Medical Research
<input type="checkbox"/>			12191	Medical Services
<input type="checkbox"/>			122	Basic health
<input type="checkbox"/>			12220	Basic Health Care
<input type="checkbox"/>			12230	Basic Health Infrastructure
<input type="checkbox"/>			12240	Basic Nutrition
<input type="checkbox"/>			12250	Infectious Disease Control
<input type="checkbox"/>			12261	Health Education
<input type="checkbox"/>			12281	Health Personnel Development
<input type="checkbox"/>			13	Population programmes
<input type="checkbox"/>			130	Population polices/programs and reproductive health
<input type="checkbox"/>			13010	Population Policy And Admin. Mgmt
<input type="checkbox"/>			13020	Reproductive Health Care
<input type="checkbox"/>			13030	Family planning
<input type="checkbox"/>			13040	Std Control Including HIV/Aids
<input type="checkbox"/>			13081	Personnel development for population & reproductive health
<input type="checkbox"/>			14	Water Supply and Sanitation
<input type="checkbox"/>			140	Water supply and sanitation
<input type="checkbox"/>			14010	Water Resources Policy/Admin. Mgmt
<input type="checkbox"/>			14015	Water Resources Protection
<input type="checkbox"/>			14020	Water supply & sanitation - Large systems
<input type="checkbox"/>			14030	Basic drinking water supply & basic sanitation
<input type="checkbox"/>			14040	River Development
<input type="checkbox"/>			14050	Waste Management/Disposal
<input type="checkbox"/>			14081	Education & training in water supply and sanitation
<input type="checkbox"/>			15	Government and Civil Society
<input type="checkbox"/>			151	Government and civil society, general
<input type="checkbox"/>			15110	Economic and development policy/planning

¹⁵ Please tick the box for each sector your organisation has been active in the past 7 years. The sectors come from the DAC list set up by the OECD.

<input type="checkbox"/>		15120	Public sector financial management
<input type="checkbox"/>		15130	Legal and judicial development
<input type="checkbox"/>		15140	Government administration
<input type="checkbox"/>		15150	Strengthening civil society
<input type="checkbox"/>		15161	Elections
<input type="checkbox"/>		15162	Human Rights
<input type="checkbox"/>		15163	Free Flow Of Information
<input type="checkbox"/>		15164	Women's equality organisations and institutions
<input type="checkbox"/>	152		Conflict prevention an resolution, peace and security
<input type="checkbox"/>		15210	Security system management and reform
<input type="checkbox"/>		15220	Civilian peace-building, conflict prevention and resolution
<input type="checkbox"/>		15230	Post-conflict peace-building (UN)
<input type="checkbox"/>		15240	Reintegration and SALW control
<input type="checkbox"/>		15250	Land mine clearance
<input type="checkbox"/>		15261	Child soldiers (prevention and demobilisation)
<input type="checkbox"/>	16		Other Social Infrastructure and Service
<input type="checkbox"/>		16010	Social/welfare services
<input type="checkbox"/>		16020	Employment policy and admin. mgmt.
<input type="checkbox"/>		16030	Housing policy and admin. management
<input type="checkbox"/>		16040	Low-cost housing
<input type="checkbox"/>		16050	Multisector aid for basic social services
X		16061	Culture and recreation
<input type="checkbox"/>		16062	Statistical capacity building
<input type="checkbox"/>		16063	Narcotics control
<input type="checkbox"/>		16064	Social mitigation of HIV/AIDS
<input type="checkbox"/>	21		Transport and Storage
<input type="checkbox"/>		210	Transport and storage
<input type="checkbox"/>		21010	Transport Policy & Admin. Management
<input type="checkbox"/>		21020	Road Transport
<input type="checkbox"/>		21030	Rail Transport
<input type="checkbox"/>		21040	Water Transport
<input type="checkbox"/>		21050	Air Transport
<input type="checkbox"/>		21061	Storage
<input type="checkbox"/>		21081	Education & Training In Transport & Storage
<input type="checkbox"/>	22		Communications
<input type="checkbox"/>		220	Communications
<input type="checkbox"/>		22010	Communications Policy & Admin. Mgmt
<input type="checkbox"/>		22020	Telecommunications
X		22030	Radio/Television/Print Media
<input type="checkbox"/>		22040	Information and communication technology (ICT)
<input type="checkbox"/>	23		Energy
<input type="checkbox"/>		230	Energy generation and supply
<input type="checkbox"/>		23010	Energy Policy And Admin. Management
<input type="checkbox"/>		23020	Power Generation/Non-Renewable Sources
<input type="checkbox"/>		23030	Power Generation/Renewable Sources
<input type="checkbox"/>		23040	Electrical Transmission/Distribution
<input type="checkbox"/>		23050	Gas distribution
<input type="checkbox"/>		23061	Oil-Fired Power Plants
<input type="checkbox"/>		23062	Gas-Fired Power Plants
<input type="checkbox"/>		23063	Coal-Fired Power Plants
<input type="checkbox"/>		23064	Nuclear Power Plants
<input type="checkbox"/>		23065	Hydro-electric Power Plants
<input type="checkbox"/>		23066	Geothermal energy

<input type="checkbox"/>		23067	Solar energy
<input type="checkbox"/>		23068	Wind power
<input type="checkbox"/>		23069	Ocean power
<input type="checkbox"/>		23070	Biomass
<input type="checkbox"/>		23081	Energy education/training
<input type="checkbox"/>		23082	Energy research
<input type="checkbox"/>	24		Banking and Financial Services
<input type="checkbox"/>		240	Banking and financial services
<input type="checkbox"/>		24010	Financial Policy & Admin. Management
<input type="checkbox"/>		24020	Monetary institutions
<input type="checkbox"/>		24030	Formal Sector Financial Institutions
<input type="checkbox"/>		24040	Informal/Semi-Formal Financial intermediaries
<input type="checkbox"/>		24081	Education/trng in banking & fin. services
<input type="checkbox"/>	25		Business and Other Services
<input type="checkbox"/>		250	Business and other services
<input type="checkbox"/>		25010	Business support services and institutions
<input type="checkbox"/>		25020	Privatisation
<input type="checkbox"/>	31		Agriculture, Forestry and Fishing
<input type="checkbox"/>		311	Agriculture
<input type="checkbox"/>		31110	Agricultural Policy And Admin. Mgmt
<input type="checkbox"/>		31120	Agricultural development
<input type="checkbox"/>		31130	Agricultural Land Resources
<input type="checkbox"/>		31140	Agricultural Water Resources
<input type="checkbox"/>		31150	Agricultural inputs
<input type="checkbox"/>		31161	Food Crop Production
<input type="checkbox"/>		31162	Industrial Crops/Export Crops
<input type="checkbox"/>		31163	Livestock
<input type="checkbox"/>		31164	Agrarian reform
<input type="checkbox"/>		31165	Agricultural alternative development
<input type="checkbox"/>		31166	Agricultural extension
<input type="checkbox"/>		31181	Agricultural Education/Training
<input type="checkbox"/>		31182	Agricultural Research
<input type="checkbox"/>		31191	Agricultural services
<input type="checkbox"/>		31192	Plant and post-harvest protection and pest control
<input type="checkbox"/>		31193	Agricultural financial services
<input type="checkbox"/>		31194	Agricultural co-operatives
<input type="checkbox"/>		31195	Livestock/Veterinary Services
<input type="checkbox"/>		312	Forestry
<input type="checkbox"/>		31210	Forestry Policy & Admin. Management
<input type="checkbox"/>		31220	Forestry development
<input type="checkbox"/>		31261	Fuel wood/charcoal
<input type="checkbox"/>		31281	Forestry education/training
<input type="checkbox"/>		31282	Forestry research
<input type="checkbox"/>		31291	Forestry services
<input type="checkbox"/>		313	Fishing
<input type="checkbox"/>		31310	Fishing Policy And Admin. Management
<input type="checkbox"/>		31320	Fishery development
<input type="checkbox"/>		31381	Fishery education/training
<input type="checkbox"/>		31382	Fishery research
<input type="checkbox"/>		31391	Fishery services
<input type="checkbox"/>	32		Industry, Mining and Construction
<input type="checkbox"/>		321	Industry
<input type="checkbox"/>		32110	Industrial Policy And Admin. Mgmt

<input type="checkbox"/>			32120	Industrial development
<input type="checkbox"/>			32130	Small and medium-sized enterprises (SME) development
<input type="checkbox"/>			32140	Cottage industries and handicraft
<input type="checkbox"/>			32161	Agro-Industries
<input type="checkbox"/>			32162	Forest industries
<input type="checkbox"/>			32163	Textiles - leather & substitutes
<input type="checkbox"/>			32164	Chemicals
<input type="checkbox"/>			32165	Fertilizer plants
<input type="checkbox"/>			32166	Cement/lime/plaster
<input type="checkbox"/>			32167	Energy manufacturing
<input type="checkbox"/>			32168	Pharmaceutical production
<input type="checkbox"/>			32169	Basic metal industries
<input type="checkbox"/>			32170	Non-ferrous metal industries
<input type="checkbox"/>			32171	Engineering
<input type="checkbox"/>			32172	Transport equipment industry
<input type="checkbox"/>			32182	Technological research and development
<input type="checkbox"/>		322		Mineral resources and mining
<input type="checkbox"/>			32210	Mineral/Mining Policy & Admin. Mgmt
<input type="checkbox"/>			32220	Mineral Prospection And Exploration
<input type="checkbox"/>			32261	Coal
<input type="checkbox"/>			32262	Oil and gas
<input type="checkbox"/>			32263	Ferrous metals
<input type="checkbox"/>			32264	Non-ferrous metals
<input type="checkbox"/>			32265	Precious metals/materials
<input type="checkbox"/>			32266	Industrial minerals
<input type="checkbox"/>			32267	Fertilizer minerals
<input type="checkbox"/>			32268	Offshore minerals
<input type="checkbox"/>		323		Construction
<input type="checkbox"/>			32310	Construction Policy And Admin. Mgmt
<input type="checkbox"/>	33			Trade and Tourism
<input type="checkbox"/>		331		Trade policy and regulation
<input type="checkbox"/>			33110	Trade Policy And Admin. Management
<input type="checkbox"/>			33120	Trade facilitation
<input type="checkbox"/>			33130	Regional trade agreements (RTAs)
<input type="checkbox"/>			33140	Multilateral trade negotiation
<input type="checkbox"/>			33181	Trade education & training
<input type="checkbox"/>		332		Tourism
<input type="checkbox"/>			33210	Tourism Policy And Admin. Management
<input type="checkbox"/>	41			General Environment Protection
<input type="checkbox"/>		410		General environmental protection
<input type="checkbox"/>			41010	Environmental Policy And Admin. Mgmt
<input type="checkbox"/>			41020	Biosphere protection
<input type="checkbox"/>			41030	Bio-diversity
<input type="checkbox"/>			41040	Site Preservation
<input type="checkbox"/>			41050	Flood Prevention/Control
<input type="checkbox"/>			41081	Environmental education/training
<input type="checkbox"/>			41082	Environmental research
<input type="checkbox"/>	43			Other multisector
<input type="checkbox"/>		430		Other multisector
<input type="checkbox"/>			43010	Multisector Aid
<input type="checkbox"/>			43030	Urban Development And Management
<input type="checkbox"/>			43040	Rural Development
<input type="checkbox"/>			43050	Non-agricultural alternative development

<input type="checkbox"/>			43081	Multisector education/training
<input type="checkbox"/>			43082	Research/scientific institutions
<input type="checkbox"/>	51			General budget support
<input type="checkbox"/>		510		General budget support
<input type="checkbox"/>			51010	General budget support
<input type="checkbox"/>	52			Development food aid/food security
<input type="checkbox"/>		520		Development food aid/food security assistance
<input type="checkbox"/>			52010	Food Aid / Food Security Programmes
<input type="checkbox"/>	53			Other commodity assistance
<input type="checkbox"/>		530		Other commodity assistance
<input type="checkbox"/>			53030	Import support (capital goods)
<input type="checkbox"/>			53040	Import support (commodities)
<input type="checkbox"/>	60			Action relating to debt
<input type="checkbox"/>		600		Action relating to debt
<input type="checkbox"/>			60010	Action relating to debt
<input type="checkbox"/>			60020	Debt forgiveness
<input type="checkbox"/>			60030	Relief of multilateral debt
<input type="checkbox"/>			60040	Rescheduling and refinancing
<input type="checkbox"/>			60061	Debt for development swap
<input type="checkbox"/>			60062	Other debt swap
<input type="checkbox"/>			60063	Debt buy-back
<input type="checkbox"/>	72			Emergency and distress relief
<input type="checkbox"/>		720		Emergency and distress relief
<input type="checkbox"/>			72010	Material relief assistance and services
<input type="checkbox"/>			72040	Emergency food aid
<input type="checkbox"/>			72050	Relief coordination; protection and support services
<input type="checkbox"/>	73			Reconstruction relief and rehabilitation
<input type="checkbox"/>		730		Reconstruction relief and rehabilitation
<input type="checkbox"/>			73010	Reconstruction relief and rehabilitation
<input type="checkbox"/>	74			Disaster prevention and preparedness
<input type="checkbox"/>		740		Disaster prevention and preparedness
<input type="checkbox"/>			74010	Disaster prevention and preparedness
<input type="checkbox"/>	91			Administrative costs of donors
<input type="checkbox"/>		910		Administrative costs of donors
<input type="checkbox"/>			91010	Administrative Costs
<input type="checkbox"/>	92			Support to NGO
<input type="checkbox"/>		920		Support to NGO
<input type="checkbox"/>			92010	Support to national NGOs
<input type="checkbox"/>			92020	Support to international NGOs
<input type="checkbox"/>			92030	Support to local and regional NGOs
<input type="checkbox"/>	93			Refugees
<input type="checkbox"/>		930		Refugees (in donor countries)
<input type="checkbox"/>			93010	Refugees (in donor countries)
<input type="checkbox"/>	99			Unallocated/unspecified
<input type="checkbox"/>		998		Unallocated/unspecified
<input type="checkbox"/>			99810	Sectors Not Specified
<input type="checkbox"/>			99820	Promotion of Development Awareness

2.3. Target group(s)

- All
- Child soldiers
- Children (less than 18 years old)
- Community Based Organisation(s)
- Consumers
- Disabled
- Drug consumers
- Educational organisations (school, universities)
- Elderly people
- Illness affected people (Malaria, Tuberculosis, HIV/AIDS)
- Indigenous peoples
- Local authorities
- Migrants
- Non Governmental Organisations
- Prisoners
- Professional category
- Refugees and displaced
- Research organisations/Researchers
- SME/SMI
- Students
- Urban slum dwellers
- Victims of conflicts/catastrophies
- Women
- Young people
- Other (please specify):

2. CAPACITY TO MANAGE AND IMPLEMENT ACTIONS

3.1. Experience by Sector (for each sector selected in 2.2.)

Sector	Year(s) of Experience	Experience in the past 7 years	Number of Projects in the past 7 years	Estimated Amount (in thousand Euros) in the past 7 years
Textile	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
Collection	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
Media	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown

3.2. Experience by Geographical area (country or region)

By Geographical area (country or region)	Year(s) of Experience	Number of Projects in this geographical area in the past 7 years	Estimated Amount (in thousand Euros) invested in this geographical area in the past 7 years
Europe EU	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
Eastern Europe	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
Europe non-EU	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown

Indicative list of regions

- Europe EU
- Europe non-EU
- Eastern Europe
- Central America
- South America
- South-East Asia
- North-East Asia
- South Asia
- Central Asia
- Mediterranean
- Gulf Countries
- Eastern Africa
- Central Africa
- Western Africa
- Southern Africa
- Indian Ocean
- Caribbean
- Pacific

Cross-reference of experience by Sector and by Geographical area:

Sector(s) (as selected in 2.2)	Geographical area(s) (country or region, as identified previously)
Textile	<ul style="list-style-type: none"> - Europe EU - Europe non-EU - Central America - Eastern Europe

3.3. Resources

3.3.1 Financial data. Please provide the following information, if applicable, on the basis of the profit and loss account and balance sheet of your organisation, amounts in thousand Euros

Year	Turnover or equivalent	Net earnings or equivalent	Total balance sheet or budget	Shareholders' equity or equivalent	Medium and long-term debt	Short-term debt (< 1 year)
2009	88000	2000	169000	40000	103000	27000
2008	64000	-1000	124000	29000	74000	21000
2007	63000	2000	109000	33000	48000	29000

3.3.2. Financing Source(s) (please tick the source(s) of the revenues of your organisation and specify the additional information requested)

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee-paying members (only for source = Member's fees)
N	<input type="checkbox"/> EU Commission		N/A
N	<input type="checkbox"/> Member States Public Bodies		N/A
N	<input type="checkbox"/> Third Countries Public Bodies		N/A
N	<input type="checkbox"/> United Nations		N/A
N	<input type="checkbox"/> Other International Organisation(s)		N/A
N	<input checked="" type="checkbox"/> Private Sector	100	N/A
N	<input type="checkbox"/> Member's fees		
N	<input type="checkbox"/> Other (please specify):		N/A
N	Total	100%	N/A

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee-paying members (only for source = Member's fees)
N – 1	<input type="checkbox"/> EU Commission		N/A
N – 1	<input type="checkbox"/> Member States Public Bodies		N/A
N – 1	<input type="checkbox"/> Third Countries Public Bodies		N/A
N – 1	<input type="checkbox"/> United Nations		N/A
N – 1	<input type="checkbox"/> Other International Organisation(s)		N/A
2008	X Private Sector	100	N/A
N – 1	<input type="checkbox"/> Member's fees		
N – 1	<input type="checkbox"/> Other (please specify):		N/A
N – 1	Total	100%	N/A
N – 2	<input type="checkbox"/> EU Commission		N/A
N – 2	<input type="checkbox"/> Member States Public Bodies		N/A
N – 2	<input type="checkbox"/> Third Countries Public Bodies		N/A
N – 2	<input type="checkbox"/> United Nations		N/A
N – 2	<input type="checkbox"/> Other International Organisation(s)		N/A
2007	<input type="checkbox"/> Private Sector	100	N/A
N – 2	<input type="checkbox"/> Member's fees		
N – 2	<input type="checkbox"/> Other (please specify):		N/A
N – 2	Total	100%	N/A

Year	Name of approved auditor	Period of validity
2009	N Accountant	From 01/01/2009 to 31/12/2009
2008	N Accountant	From 01/01/2008 to 31/12/2008
2007	N Accountant	From 01/01/2007 to 31/12/2007

3.3.3. Number of staff (full-time equivalent) (please tick one option for each type of staff):

Type of staff	Paid	Unpaid
HQ Staff: recruited and based in Headquarters (located in Developed Country)	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input checked="" type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input checked="" type="checkbox"/> N/A
Expat Staff: recruited in Headquarters (located in Developed Country) and based in Developing Country	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input checked="" type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input checked="" type="checkbox"/> N/A
Local staff: recruited and based in Developing Country	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input checked="" type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input checked="" type="checkbox"/> N/A

3. LIST OF THE MANAGEMENT BOARD/COMMITTEE OF YOUR ORGANISATION

Name	Profession	Function	Country of Nationality	On the board since
Mr Cengiz Çetindoğan	Director	President	Turkish	1999
Ms Demet Çetindoğan	Operating Director	Vice-President	Turkish	1999

III. PARTNERS OF THE APPLICANT PARTICIPATING IN THE ACTION

1. DESCRIPTION OF THE PARTNERS

This section must be completed **for each partner organisation** within the meaning of section 2.1.2 of the Guidelines for Applicants. Any associates as defined in the same section need not be mentioned. You must make as many copies of this table as necessary to create entries for more partners.

	Partner 1
EuropeAid ID number¹⁶	IO 217
Full legal name	ARP Group LTD (London Business Guide Org LBG)

Date of Registration	30 th November 2006
Place of Registration	Cardiff
Legal status¹⁷	Limited Company
Official address of Registration¹⁸	146 Oxford Street London W1D 1NB
Country of Registration¹⁹/ Nationality²⁰	UK
Contact person	A.R Pehlivan
Telephone number: country code + city code + number	+44 844 504 3309
Fax number: country code + city code + number	+44 844 504 7660
E-mail address	a.pehlivan@londonbusinessguide.org
Number of employees	9

¹⁶ This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/work/europeaid/onlineservices/pador/index_en.htm

¹⁷ E.g. non profit making, governmental body, international organisation

¹⁸ If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

¹⁹ For organisations

²⁰ For individuals

Other relevant resources	Turkish Business Directory UK-EU
Experience of similar actions, in relation to the role in the implementation of the proposed action	LBG has been working with different British governmental and private organisations giving business supporting services and training as Train to Gain, Learning and Skills Council (LSC), Business Link, Westminster College, Greater London Authority (GLA), BEMF, SEL, LSBU and Think London to deliver training and business related services like business consultancy, access to finance, Business Training as administration courses for start-up business, Management skills for SMEs, IT skills, customer care and other courses to his customers.
History of cooperation with the applicant	4 years business contact and consultancy service
Role and involvement in preparing the proposed action	Organising International Conference and collecting delegates from EU Countries
Role and involvement in implementing the proposed action	Good business network in EU countries.

Important: This application form must be accompanied by a signed and dated partnership statement from each partner, in accordance with the model provided.

2. PARTNERSHIP STATEMENT

A partnership is a relationship of substance between two or more organisations involving shared responsibilities in undertaking the action funded by the Central Finance and Contracts Unit (Contracting Authority). To ensure that the action runs smoothly, the Contracting Authority requires all partners to acknowledge this by agreeing to the principles of good partnership practice set out below.

1. All partners must have read the application form and understood what their role in the action will be before the application is submitted to the Contracting Authority.
2. All partners must have read the standard grant contract and understood what their respective obligations under the contract will be if the grant is awarded. They authorise the lead applicant to sign the contract with the Contracting Authority and represent them in all dealings with the Contracting Authority in the context of the action's implementation.
3. The applicant must consult with its partners regularly and keep them fully informed of the progress of the action.
4. All partners must receive copies of the reports - narrative and financial - made to the Contracting Authority.
5. Proposals for substantial changes to the action (e.g. activities, partners, etc.) should be agreed by the partners before being submitted to the Contracting Authority. Where no such agreement can be reached, the applicant must indicate this when submitting changes for approval to the Contracting Authority.
6. Where the Beneficiary does not have its headquarters in the country where the action is implemented, the partners must agree before the end of the action, on an equitable distribution of equipment, vehicles and supplies for the action purchased with the EU grant among local partners or the final beneficiaries of the action.

I have read and approved the contents of the proposal submitted to the Contracting Authority. I undertake to comply with the principles of good partnership practice.

Name:	A. R. PEHLIVAN
Organisation:	LONDON BUSINESS GUIDE ORG
Position:	DIRECTOR
Signature:	
Date and place:	20/09/2010 LONDON

IV. ASSOCIATES OF THE APPLICANT PARTICIPATING IN THE ACTION

This section must be completed for each associated organisation within the meaning of section 2.1.2 of the Guidelines for Applicants. You must make as many copies of this table as necessary to create entries for more associates.

	Associate 1
Full legal name	
EuropeAid ID number²¹	
Country of Registration	
Legal status²²	
Official address	
Contact person	
Telephone number: country code + city code + number	
Fax number: country code + city code + number	
E-mail address	
Number of employees	
Other relevant resources	
Experience of similar actions, in relation to role in the implementation of the proposed action	
History of cooperation with the applicant	
Role and involvement in preparing the proposed action	
Role and involvement in implementing the proposed action	

²¹ This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

²² E.g. non profit making, governmental body, international organisation

V. CHECKLIST

TR0803.02-02 - Civil Society Facility- EU-Turkey Intercultural Dialogue: Museums + Budget Item: BL 22 02 01

ADMINISTRATIVE DATA	
Name of the Applicant	DEMSA İç ve Dış Tic. A.S (Demsa Collection)
EuropeAid ID number	TR-2010-CJH-1208314477
Nationality²³/Country²⁴ and date of registration	Turkish/Turkey
Legal Entity File number²⁵	
Legal status²⁶	Professional Organisation
Partner 1	Name/EuropeAid ID number: LONDON BUSINESS GUIDE ORG (ARP Group Ltd) IO 217 Nationality/Country of registration: British / UK Legal status: International Business Organisation
Partner 2	Name/EuropeAid ID number: Nationality/Country of registration: Legal status:
NB: Add as many rows as partners	

²³ For individuals

²⁴ For organisations

²⁵ If the applicant has already signed a contract with the European Commission

²⁶ E.g. non profit making, governmental body, international organisation...

BEFORE SENDING YOUR PROPOSAL, PLEASE CHECK THAT EACH OF THE FOLLOWING COMPONENTS IS COMPLETE AND RESPECTS THE FOLLOWING CRITERIA:	To be filled in by the applicant	
Title of the Proposal: <indicate the title>	Yes	No
PART 1 (ADMINISTRATIVE)		
1. The correct grant application form, published for this call for proposals, has been used		
2. The Declaration by the applicant has been filled in and has been signed		
3. The proposal is typed and is in English		
4. One original and 2 copies are included		
5. An electronic version of the proposal (CD-Rom) is enclosed		
6. Each partner has completed and signed a partnership statement and the statements are included		
7. The budget is presented in the format requested, is expressed in EURO and is enclosed		
8. The logical framework has been completed and is enclosed		
9. Concept Note is filled in, and is not lengthier than 4 pages and printed in Arial 10 font.		
10. Provision for contingency reserve is not higher than 5 % of the subtotal direct eligible costs of the Action (Budget heading 7)		
11. Administrative costs are not higher than 7 % of the total direct eligible costs of the Action (Budget heading 9)		
12. Purchase for equipment and supplies and works (infrastructure/refurbishment/renovation) do not exceed 15 % of the total eligible costs of the Action		
13. CVs of project coordinator and other project key staff, indicating the position (role) in the project in EU format are attached.		
PART 2 (ELIGIBILITY)		
14. The duration of the action is equal to or lower than 12 months (the maximum allowed)		
15. The duration of the action is equal to or higher than 10 months (the minimum allowed)		
16. The requested contribution is equal to or higher than 50.000 EURO (the minimum allowed)		
17. The requested contribution is equal to or lower than 120.000 EURO (the maximum allowed)		
18. The requested contribution is equal to or higher than 50% of the total eligible costs (minimum percentage required)		
19. The requested contribution is equal to or lower than 80 % of the total eligible costs (maximum percentage allowed)		

VI. DECLARATION BY THE APPLICANT

The applicant, represented by the undersigned, being the authorised signatory of the applicant, in the context of the present call for proposals, representing any partners in the proposed action, hereby declares that

- the applicant has the sources of financing and professional competence and qualifications specified in section 2 of the Guidelines for Applicants;
- the applicant undertakes to comply with the obligations foreseen in the partnership statement of the grant application form and with the principles of good partnership practice;
- the applicant is directly responsible for the preparation, management and implementation of the action with its partners, if any, and is not acting as an intermediary;
- the applicant and its partners are not in any of the situations excluding them from participating in contracts which are listed in Section 2.3.3 of the Practical Guide to contract procedures for EC external actions (available from the following Internet address: http://ec.europa.eu/europeaid/work/procedures/implementation/index_en.htm). Furthermore, it is recognised and accepted that if we participate in spite of being in any of these situations, we may be excluded from other procedures in accordance with section 2.3.5 of the Practical Guide;
- the applicant and each partner (if any) is in a position to deliver immediately, upon request, the supporting documents stipulated under section 2.4 of the Guidelines for Applicants.;
- the applicant and each partner (if any) are eligible in accordance with the criteria set out under sections 2.1.1 and 2.1.2 of the Guidelines for Applicants;
- if recommended to be awarded a grant, the applicant accepts the contractual conditions as laid down in the Standard Contract annexed to the Guidelines for Applicants (annex G);
- the applicant and its partners are aware that, for the purposes of safeguarding the financial interests of the Communities, their personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

The following grant applications have been submitted (or are about to be submitted) to the European Institutions, the European Development Fund and the EU Member States in the last 12 months:

- <list only actions in the same field as this proposal>

The applicant is fully aware of the obligation to inform without delay the Contracting Authority to which this application is submitted if the same application for funding made to other European Commission departments or Community institutions has been approved by them after the submission of this grant application.

Signed on behalf of the applicant

Name	ABDULLAH PEHLIVAN
Signature	
Position	General Coordinator
Date	23/09/2010

VII.ASSESSMENT GRID
(TO BE USED BY THE CONTRACTING AUTHORITY)

	YES	NO
STEP 1: OPENING SESSION AND ADMINISTRATIVE CHECK		
1. The submission deadline has been respected		
2. The Application form satisfied all the criteria specified in part 1 of the Checklist (Section V of Part B of the Grant application form).		
The administrative verification has been conducted by: Date:		
DECISION 1: The Committee has recommended the Concept Note for Evaluation after having passed the Administrative check.		
STEP 2 : EVALUATION OF THE CONCEPT NOTE		
DECISION 2: The Committee has approved the Concept Note and decided to proceed with the evaluation of the full proposal after having pre-selected the best Concept Notes.		
The evaluation of the Concept Note has been conducted by: Date:		
STEP 3: EVALUATION OF THE FULL APPLICATION FORM		
DECISION 3: A. The Committee has recommended the proposal for Eligibility verification after having been provisionally selected within the top ranked scored proposals within the available financial envelope.		
B. The Committee has recommended the proposal for Eligibility verification after having been put on the reserve list according to the top ranked scored proposals		
The verification of the proposal has been conducted by: Date:		
STEP 4: ELIGIBILITY VERIFICATION		
3. The Application form satisfied all the criteria specified in part 2 of the Checklist (Section V of Part B of the Grant application form).		
4. The supporting documents listed hereunder, submitted according to the Guidelines (Section 2.4), satisfied all the eligibility criteria of the applicant and its partner(s) (if any)		
a. The applicant's statutes		
b. The statutes or articles of association of <u>all partners</u>		
c. The applicant's external audit report (if applicable)		
<to be inserted when the Contracting Authority is the European Commission> d. The Legal Entity File (see annex F of the Guidelines for Applicants) is duly completed and signed by the applicant and is accompanied by the justifying documents requested.		
<to be inserted when the Contracting Authority is the European Commission> e. A Financial Identification form (see annex E of the Guidelines for Applicants).		
f. Copy of the applicant's latest accounts.		
The assessment of the eligibility has been conducted by: Date:		
DECISION 4: The Committee has selected the proposal for funding after having verified its eligibility according to the criteria stipulated in the Guidelines.		