



**About this form**

Use this form to apply for the Fund against Child Labour subsidy from the Netherlands Enterprise Agency. For more information, please visit [our website](#).

Please, send the form and the required annexes to [fbk@rvo.nl](mailto:fbk@rvo.nl). Mention 'FBK-application' in the subject line, together with the main applicants' organisation name.

We will only take completed application forms, including all mandatory appendices, into consideration.

Before we submit any formal applications, you must complete a Quick Scan and discuss your project idea with one of our FBK project officers. We will send you our advice on this matter afterwards.

# Application Form

## Fund against Child Labour

Child Labour is a multi-layered complex phenomenon and is difficult to get rid of. Cooperation between companies, NGOs, governments and other organisations is essential to combat child labour. One cannot do it alone.

Netherlands Enterprise Agency  
Prinses Beatrixlaan 2  
P.O. Box 93144  
2509 AC The Hague  
The Netherlands

T +31 (0)88 042 42 42  
E [fbk@rvo.nl](mailto:fbk@rvo.nl)  
<http://english.rvo.nl/fbk>  
<http://www.rvo.nl/fbk>

### Admission criteria

*Only an organisation or company registered in The Netherlands can act as main applicant.*

- a.** Is the main applicant an organisation registered in the Netherlands?
  - Yes
  - No → Based on this information you are not eligible.

*Only a project with a partnership consisting of at least one Dutch company and one NGO is eligible. A local company can be involved later on in the project.*

- b.** Does the partnership include at least a Dutch company and an NGO?
  - Yes
  - No → Based on this information you are not eligible.

- c.** Does the partnership include a local company in the country where the project will be done?
  - Yes
  - Not as a partner → Please explain in the Project proposal (Annex Ia or Ib) how a local company then will be involved in the project.
  - No → Based on this information you are not eligible.

*Only an application submitted after receiving a written advice on a Quick Scan, is eligible.*

- d.** Did you receive a written advice on a Quick Scan related to your project?
  - Yes → Please fill in the Quick Scan reference number and the date of the received advice.
  - No → Based on this information you are not eligible.


- e. Do you have proof that you and your partners endeavour to prevent serious and sexual misconduct and other serious forms of cross-border behaviour towards employees and third parties in the project activities to which the application relates, to bring it to an end as soon as possible and to reduce its consequences?
- Yes → Please attach an Annex IV: Integrity policy, code of conduct (s) or other relevant documents (form free).
- No

### 1. Main applicant information

**1.1** Name of organisation

**1.2** Contact person

Title(s)	Initial(s)	Preposition(s)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Family name   Male  
 Female

Telephone

Mobile phone

Email

**1.3** Chamber of Commerce registration number

**1.4** What kind of organisation is the applicant?

a small or medium sized enterprise (SME)  
 a large enterprise  
 an NGO (non-profit organisation)

**1.5** Postal address

House or P.O. Box number	Number addition
<input type="text"/>	<input type="text"/>

Street or P.O. Box

<b>1.6</b>	Postal code and city	Postal code	City
<b>1.7</b>	Email address		
<b>1.8</b>	Country		
<b>1.9</b>	Is your physical address different from your postal address?	<input type="checkbox"/> Yes → go to <b>1.10</b> to <b>1.12</b> <input type="checkbox"/> No → continue with <b>1.13</b>	
<b>1.10</b>	Physical address	House number	Number addition
		Street	
<b>1.11</b>	Postal code and city	Postal code	City
<b>1.12</b>	Country		
<b>1.13</b>	IBAN or Bank account number		
<b>1.14</b>	BIC / SWIFT		

Enter your International Bank Account Number and Bank Identification Code or SWIFT code. If you do not have an IBAN, fill in your bank account number.

## 2. Intermediary

A mandatory model for authorisation of an Intermediary is available on: <http://english.rvo.nl/fbk>

<b>2.1</b>	Has a third party been authorised to submit this application?	<input type="checkbox"/> Yes → fill in <b>2.2</b> to <b>2.10</b> <input type="checkbox"/> No → continue with <b>3.1</b>	
<b>2.2</b>	Name of Intermediary organisation		
<b>2.3</b>	Chamber of Commerce registration number or equivalent		
<b>2.4</b>	Postal address	House or P.O. Box number	Number addition

Street or P.O. Box

**2.5** Postal code and city

Postal code

City

**2.6** Country

**2.7** Contact person

Title(s)

Initial(s)

Preposition(s)

Family name

Male

Female

**2.8** Telephone

**2.9** Mobile phone

**2.10** E-mail

### 3. Project and subsidy information (other admission criteria)

**3.1** Project title

Project title

**3.2** Start date

Day Month Year

D	D	M	M	Y	Y	Y	Y

*The maximum project duration is 4 years.*

*The project activities must start no later than 12 months after the submission of the application.*

**3.3** End date

Day Month Year

D	D	M	M	Y	Y	Y	Y

**3.4** How many partners are in the partnership, other than the main applicant?

Please provide also the names of these organisations.

**3.5** In which sector are you active?

**3.6** In which country/countries will the project be done?

*The maximum subsidy contribution is 70% of the eligible costs, up to a maximum amount of 475,000 Euros. Please make sure that the amounts are the same as in Annex II.*

**3.7** What are the total project costs? €  ,00

**3.8** How much subsidy do you apply for? €  ,00

**3.9** Does the project contribution of you and your partners include (directly or indirectly) subsidies or contributions which have been received from the Dutch Ministry of Foreign Affairs?

No  
 Yes → Based on this information you are not eligible.

#### 4. Checklist of annexes

*Mandatory formats are available on: <http://english.rvo.nl/fbk>*

- 4.1** Tick the boxes to indicate which annexes you add
- Annex Ia: Project proposal and Results sheet Project A **or** Annex Ib: Project proposal and Results sheet Project B  
Also include supporting documents as mentioned in the Annexes
  - Annex II: Financial budget tool
  - Annex III: Cooperation form
  - Annex IV: Integrity policy, code of conduct (s) or other relevant documents (form free)
  - Annex V: CSR policy of the Dutch company(ies) (form free)
  - Annex VI: Authorisation Intermediary (optional)

#### 5. Declaration and signature

- I am authorised to sign this application.
- I hereby declare I have completed this application truthfully.
- I have read and accepted the OECD guidelines for multinational enterprises about Corporate Social Responsibility, and will act accordingly.
- I have read the FMO exclusion list and will not undertake any activity mentioned on the list, section 2 up and including section 8.

<b>5.1</b>	Signatory	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Title(s)</td> <td style="width: 33%;">Initial(s)</td> <td style="width: 33%;">Preposition(s)</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	Title(s)	Initial(s)	Preposition(s)						
Title(s)	Initial(s)	Preposition(s)									
		<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Family name</td> <td style="width: 20%; text-align: right;"> <input type="checkbox"/> Male  <input type="checkbox"/> Female </td> </tr> <tr> <td colspan="2" style="border: 1px solid black; height: 20px;"></td> </tr> </table>	Family name	<input type="checkbox"/> Male <input type="checkbox"/> Female							
Family name	<input type="checkbox"/> Male <input type="checkbox"/> Female										
		<table border="0" style="width: 100%;"> <tr> <td style="width: 100%;">Position in organisation</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	Position in organisation								
Position in organisation											
<b>5.2</b>	Organisation	<input type="checkbox"/> Main applicant <input type="checkbox"/> Intermediary									
<b>5.3</b>	Date	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">Day</td> <td style="text-align: center;">Month</td> <td style="text-align: center;">Year</td> </tr> <tr> <td style="text-align: center;">D</td> <td style="text-align: center;">D</td> <td style="text-align: center;">M M Y Y Y Y</td> </tr> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 40px; height: 20px;"></td> </tr> </table>	Day	Month	Year	D	D	M M Y Y Y Y			
Day	Month	Year									
D	D	M M Y Y Y Y									
<b>5.4</b>	Signature	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>									

## 6. Subsequent steps

### Submit this form

This form must be sent to [fbk@rvo.nl](mailto:fbk@rvo.nl). Please state in the subject line 'FBK-application' together with the organisation name of the main applicant. Also make sure you have included all required annexes.

### Confirmation of receipt

The Netherlands Enterprise Agency will send you a confirmation of receipt if your application is complete. This confirmation will also contain information about the application assessment procedure.

### Questions?

If you have questions about the procedure, contact the Netherlands Enterprise Agency. Use the contact information on the confirmation of receipt.

We will process your personal information as this is necessary for the implementation of this subsidy scheme. The Netherlands Enterprise Agency handles all your data with the utmost care. Read more about our privacy policy: [www.rvo.nl/privacy](http://www.rvo.nl/privacy).