

Instructions for Online Application for Competitive Fund for Community-based Projects

Detailed instructions can be found on the [link](#)



Access and Registration

Landscape Fire Management in the Western Balkans official website:
<https://www.lfmwb.net/>

Access the Competitive
Fund Platform by clicking
on the Grant menu.

+ (389 2) 2031 193 info@lfmwb.net

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SAFEGUARDING LANDSCAPES THROUGH FIRE PREVENTION

Access and Registration

Competitive Fund Platform Link: <https://applications.lfmwb.net/login>

LANDSCAPE FIRE MANAGEMENT | Application Submissions

IN THE WESTERN BALKANS

Apply for the Competitive Fund for Landscape Fire Management Community-based Projects!

This fund is part of our commitment to fostering community-based approaches to mitigate the impact of landscape fires and enhance landscape resilience.

The information below will help you complete the online application process.

[Guidelines for applicants](#) | [Instructions for Online Application](#) | [Templates for Application](#)

Please enter your username and password

Username

Password

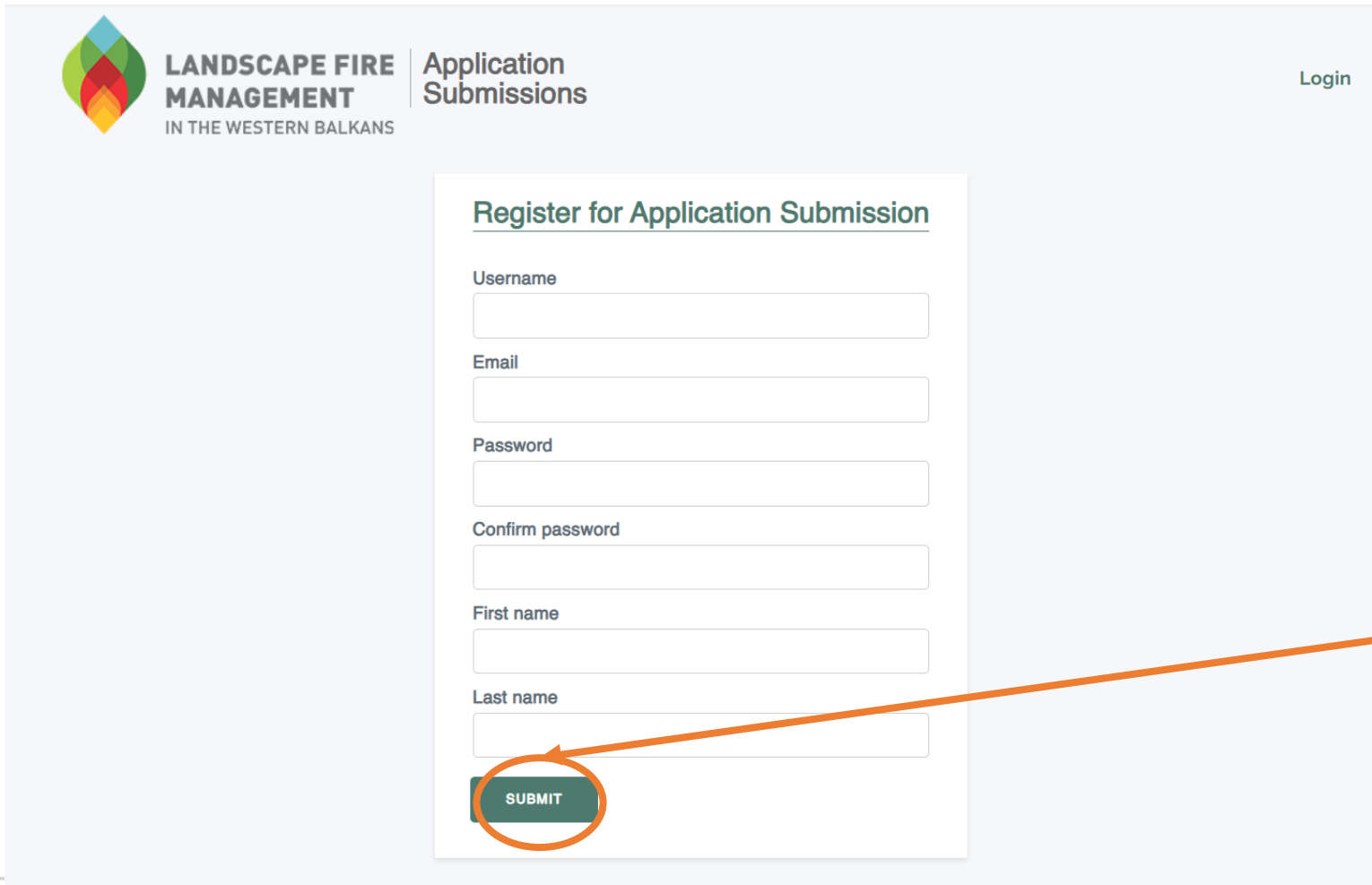
[Register](#) | [Reset Password](#)

LOGIN

Create an account by clicking on Register

Access and Registration

Competitive Fund Platform Link: <https://applications.lfmwb.net/login>



The screenshot shows the 'Application Submissions' page of the Landscape Fire Management platform. The page header includes the logo and name 'LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS' and a 'Login' link. The main content is a registration form titled 'Register for Application Submission'. The form contains the following fields: Username, Email, Password, Confirm password, First name, and Last name. A green 'SUBMIT' button is located at the bottom of the form, circled in orange. An orange arrow points from the 'SUBMIT' button to a callout box on the right.

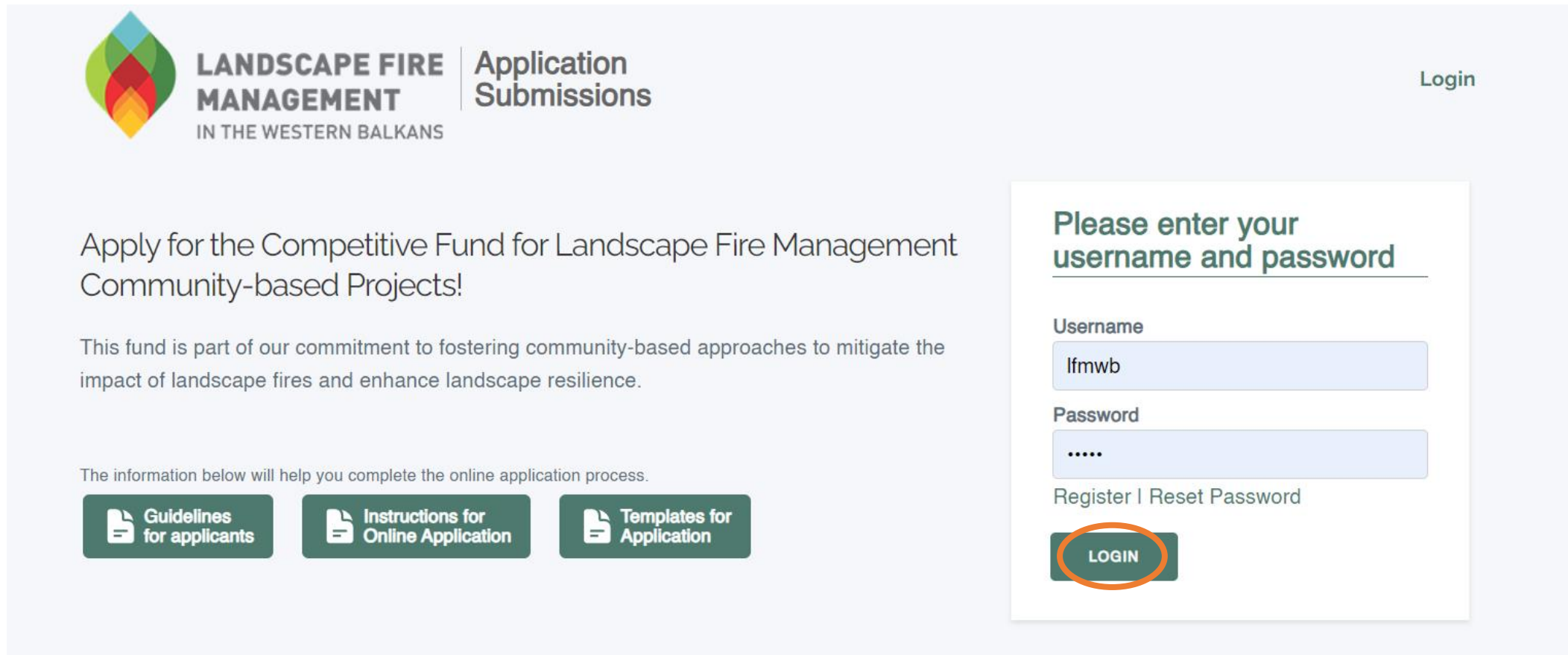
After filling out your data click submit.

You will receive an email for confirming your registration.


Confirm your registration on your email before login in.

Application Steps

1. Login



The screenshot shows the 'Application Submissions' page for Landscape Fire Management in the Western Balkans. The page features a header with the organization's logo and name, and a 'Login' link in the top right corner. The main content area includes a heading 'Apply for the Competitive Fund for Landscape Fire Management Community-based Projects!' and a paragraph explaining the fund's purpose. Below this, there are three buttons: 'Guidelines for applicants', 'Instructions for Online Application', and 'Templates for Application'. On the right side, there is a login form with the title 'Please enter your username and password'. The form contains two input fields: 'Username' with the value 'lfmwb' and 'Password' with masked characters '.....'. Below the password field are links for 'Register' and 'Reset Password'. A 'LOGIN' button is located at the bottom of the form, highlighted with an orange circle.


 **LANDSCAPE FIRE
MANAGEMENT** | Application
Submissions
IN THE WESTERN BALKANS


Login


Apply for the Competitive Fund for Landscape Fire Management
Community-based Projects!

This fund is part of our commitment to fostering community-based approaches to mitigate the
impact of landscape fires and enhance landscape resilience.

The information below will help you complete the online application process.

 Guidelines
for applicants

 Instructions for
Online Application

 Templates for
Application

Please enter your
username and password

Username
lfmwb

Password
.....

Register | Reset Password

LOGIN

Application Steps

1. Login/Homepage



**LANDSCAPE FIRE
MANAGEMENT**
IN THE WESTERN BALKANS

Application
Submissions

lfmwb-user Logout

Home

Guidelines

FAQ

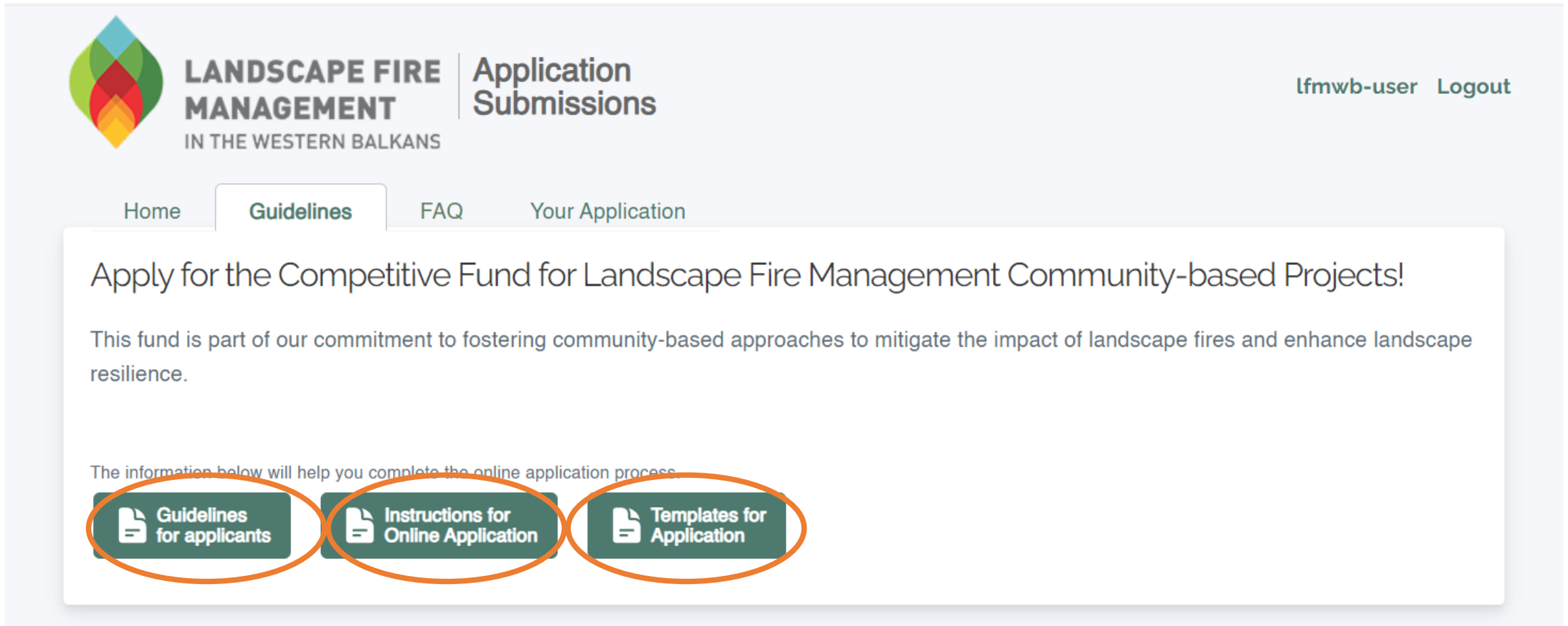
Your Application

Develop your project idea

- Check the Guidelines for Applicants
- Find answers to your questions
- Ask us your questions
- Start/Resume your application

Application Steps

2. Download Guidelines for Applicants, Instruction for Online Application and Templates for Application



The screenshot shows the 'Application Submissions' page of the Landscape Fire Management website. The page features a navigation menu with 'Home', 'Guidelines', 'FAQ', and 'Your Application'. The 'Guidelines' tab is active. The main content area contains a heading 'Apply for the Competitive Fund for Landscape Fire Management Community-based Projects!' and a paragraph explaining the fund's purpose. Below this, three buttons are highlighted with orange circles: 'Guidelines for applicants', 'Instructions for Online Application', and 'Templates for Application'. The user is logged in as 'lfmwb-user'.

LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS

Application Submissions

lfmwb-user Logout

Home Guidelines FAQ Your Application

Apply for the Competitive Fund for Landscape Fire Management Community-based Projects!

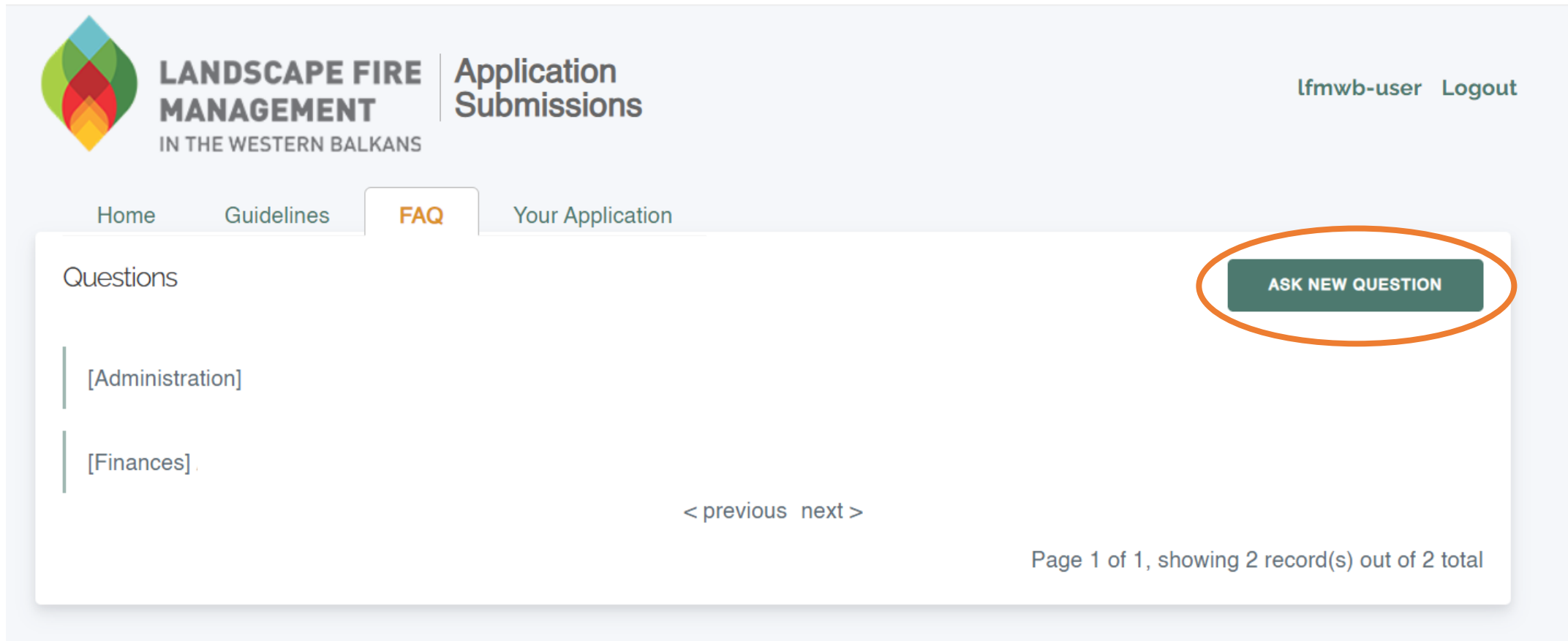
This fund is part of our commitment to fostering community-based approaches to mitigate the impact of landscape fires and enhance landscape resilience.

The information below will help you complete the online application process

- Guidelines for applicants
- Instructions for Online Application
- Templates for Application

Application Steps

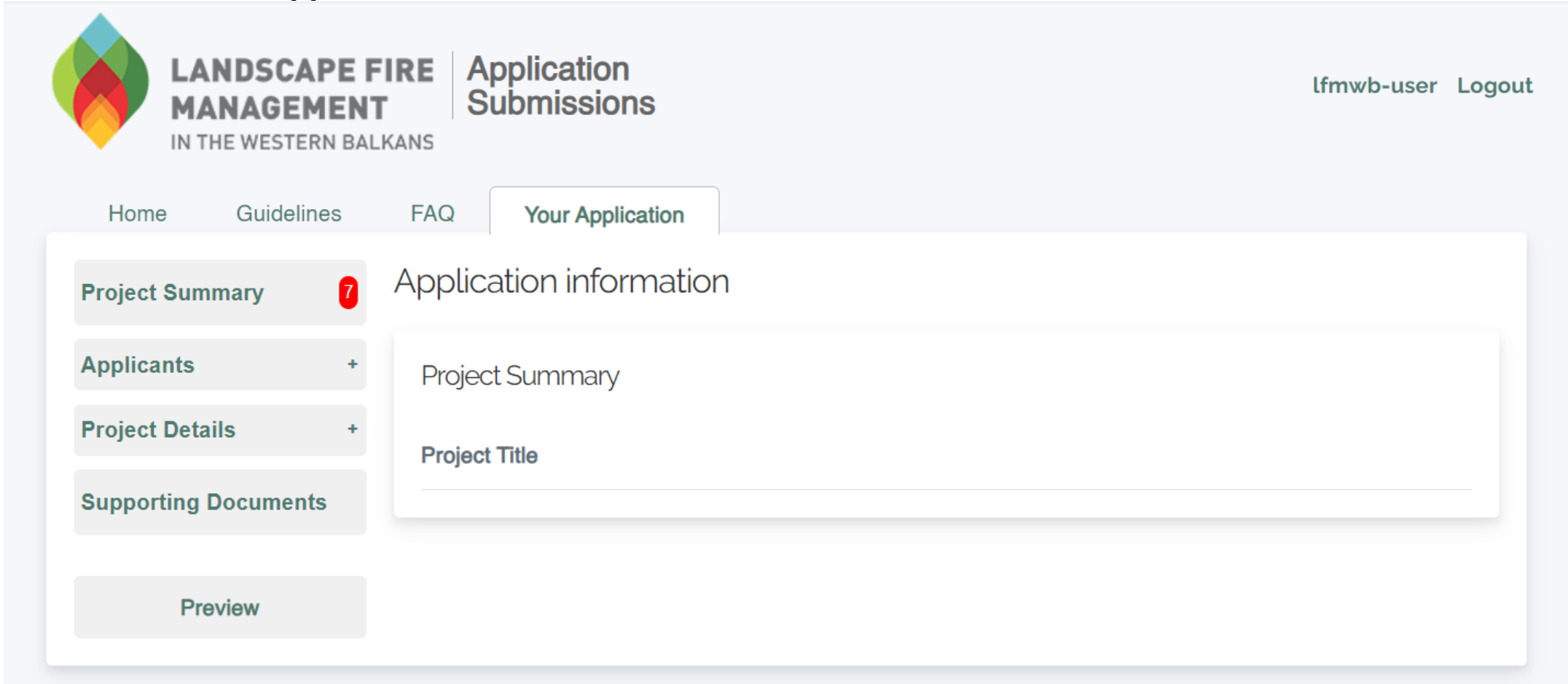
2. Ask Questions and Receive Answers



The screenshot shows the 'LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS' website. The page title is 'Application Submissions'. The user is logged in as 'lfmwb-user' and can click 'Logout'. The navigation menu includes 'Home', 'Guidelines', 'FAQ' (highlighted), and 'Your Application'. The 'Questions' section lists two categories: '[Administration]' and '[Finances]'. A green button labeled 'ASK NEW QUESTION' is circled in orange. At the bottom of the page, there are navigation links '< previous' and 'next >', and a status message: 'Page 1 of 1, showing 2 record(s) out of 2 total'.

Application Steps

3. Fill out the Application



The screenshot shows a web application interface for 'LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS'. The page title is 'Application Submissions'. In the top right corner, the user is identified as 'lfmwb-user' with a 'Logout' link. A navigation menu includes 'Home', 'Guidelines', 'FAQ', and 'Your Application' (which is the active tab). On the left side, there is a sidebar with four main sections: 'Project Summary' (with a red notification badge showing the number 7), 'Applicants' (with a plus sign), 'Project Details' (with a plus sign), and 'Supporting Documents'. Below these sections is a 'Preview' button. The main content area is titled 'Application information' and contains a form with a 'Project Summary' label and a 'Project Title' input field.

Application Steps

3. Fill out the Application

3.1 Project Summary



**LANDSCAPE FIRE
MANAGEMENT**
IN THE WESTERN BALKANS

Application
Submissions

lfmwb-user Logout

Home

Guidelines

FAQ

Your Application

Project Summary

7

Applicants

+

Project Details

+

Supporting Documents

Preview

Project Summary

Project Title *Required field:

Project Goal *Required field:

Expected Outcomes *Required field:

Priority Area(s) as Indicated in the Guidelines

- Traditional LFM Knowledge
- Innovative Approaches in LFM
- Capacity Building
- Prevention, Preparedness, and Restoration

Project Summary

7

Applicants

-

Project Summary

Project Title *Required field:

Application Steps

3. Fill out the Application:

3.1 Project Summary

Location ***Required field:**

Cross Border Project

Final Beneficiaries ***Required field:**

Duration ***Required field:**

Total Project Budget (CHF) ***Required field:**

Requested Budget from the LFMWB Programme

SAVE

**Make sure
to click save
after filling
out the
information**

Application Steps

3. Fill out the Application :

3.2 Applicants / Leading Applicant

Home Guidelines FAQ **Your Application**

Project Summary 7

Applicants

Leading Applicant 14

Financial documents

Co-Applicants

Co-Applicant 1 12

Co-Applicant 2 12

Co-Applicant 3 13

[+ Add Co-Applicant](#)

Project Details +

Supporting Documents

Preview

Leading Applicant Details

Name of the Leading Applicant *Required field:

Country/Entity *Required field:

Legal Status *Required field:

Type of Organization/Institution

Background of the Organization *Required field:

Leading Applicant Contact Details

Postal Address of the Organization/Institution *Required field:

Applicant Role *Required field:

Email *Required field:

Phone *Required field:

Website

VAT Number *Required field:

ID Number *Required field:

Contact Person's Email *Required field:

Contact Person's Phone Number *Required field:

Application Steps

3. Fill-out the Application:

3.2 Applicants / Leading Applicant / Supporting Documents

Supporting Documents for Leading Applicant

Organizational/Institutional Legal Status Evidence - English *Required field:

No file chosen

Organizational/Institutional Legal Status Evidence - Original *Required field:

No file chosen

Declaration of Honor - English *Required field:

No file chosen

Reference List of Projects *Required field:

No file chosen

Portfolio of the Organization/Institution *Required field:

No file chosen

Official Nomination of the Contact Person (Leading-Applicant) by the Organization/Institution *Required field:

No file chosen

Letter of Confirmation for Collaboration Between the Leading-Applicant and Co-Applicants

Applicable in case co-applicants

No file chosen

SAVE

Application Steps

3. Fill-out the Application:

3.2 Applicants / Leading Applicant / Financial Documents

Home Guidelines FAQ **Your Application**

Project Summary 7

Applicants -

Leading Applicant 14

Financial documents

Co-Applicants

Co-Applicant 1 12

Co-Applicant 2 12

Co-Applicant 3 13

+ Add Co-Applicant

Economic and Financial Conditions

Statement of Financial Position (Balance Sheet) - Original *Required field:
 No file chosen

Statement of Financial Position (Balance Sheet) - English *Required field:
 No file chosen

Statement of Activities (Income Statement) - Original *Required field:
 No file chosen

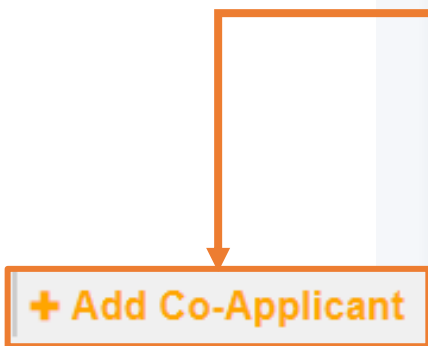
Statement of Activities (Income Statement) - English *Required field:
 No file chosen

Project Details +

Application Steps

3. Fill-out the Application:

3.2 Co-Applicants / Co-applicar



LANDSCAPE FIRE MANAGEMENT
IN THE WESTERN BALKANS

Application Submissions

lfmwb-user Logout

Home Guidelines FAQ Your Application

Project Summary 7

Applicants -

Leading Applicant 14

Financial documents

Co-Applicants

Co-Applicant 1 12

Co-Applicant 2 12

Co-Applicant 3 13

+ Add Co-Applicant

Project Details +

Supporting Documents

Preview

Co-Applicant Details Delete

Name of the Co-Applicant

Country/Entity

Legal Status *Required field:

Type of Organization/Institution

Background of the Organization *Required field:

Co-Applicant Contact Details

Postal Address of the Organization/Institution *Required field:

Applicant Role *Required field:

Email *Required field:

Application Steps

3. Fill-out the Application:

3.2 Co-Applicants / Co-applicant

Phone *Required field:

Website

Supporting Documents for Co-Applicant

Organizational/Institutional Legal Status Evidence - English *Required field:
 No file chosen

Organizational/Institutional Legal Status Evidence - Original *Required field:
 No file chosen

Declaration of Honor - English *Required field:
 No file chosen

Reference List of Projects *Required field:
 No file chosen


Portfolio of the Organization/Institution *Required field:
 No file chosen

Official Nomination of the Contact Person (Leading Applicant) by the Organization/Institution *Required field:
 No file chosen

Application Steps

3. Fill-out the Application

3.3 Project Details



LANDSCAPE FIRE MANAGEMENT
IN THE WESTERN BALKANS

Application Submissions

lfmwb-user Logout

Home Guidelines FAQ **Your Application**

Project Summary 7

Applicants +

Project Details -

Project Details 10

Project Activities
[+ Add Project Activity](#)

Team Members
[+ Add Team Member](#)

Project Budget

Supporting Documents

Preview

Project Detailed Description

Project Goal
Overall Goal of the Project

Target Group(s)/Beneficiaries *Required field:
Identify the primary target group(s) or beneficiaries of your project. Describe their needs, challenges, or aspirations that your project aims to fulfill.

Expected Outcomes
Elaborate the anticipated results, impacts, or benefits of your project.

Relevance to the Overall Goal and Priority Areas of the Call
Explain the relevance of the proposed goals and objectives compared to the overall goal and priority areas of the call.

Relevance to the Needs of the Target Country and the Specific Region(s) *Required field:
Explain the relevance of the application to the particular needs and constraints of the target country(ies), region(s), and/or relevant sectors. Identify alignment with other initiatives.

Application Steps

3. Fill-out the Application: 3.3 Project Details

Methodology/Approach ***Required field:**

Describe the approach, techniques, tools, and resources for project implementation.

Sustainability of the Project ***Required field:**

Elaborate the sustainability of your project.

Risk Management ***Required field:**

Risk/Assumptions

Identify potential risks, challenges, or uncertainties that could affect the project's success.

Mitigation Strategy ***Required field:**

Present strategies for mitigating these risks and ensuring project resilience.

Additional Information

Include any additional information or notes relevant to the project (ex. Innovation).

SAVE

Application Steps

3. Fill-out the Application:

3.3 Project Details / Project Activities

Home Guidelines

Project Summary 7

Applicants +

Project Details -

Project Details 10

Project Activities

+ Add Project Activity


Team Members

+ Add Team Member

Project Budget

Supporting Documents

Preview

 **LANDSCAPE FIRE MANAGEMENT**
IN THE WESTERN BALKANS

Application Submissions

lfmwb-user Logout

Home Guidelines FAQ **Your Application**

Add Project Activity

Activity **Required field:*

Months

09.2024 10.2024 11.2024 12.2024 01.2025 02.2025 03.2025

04.2025 05.2025 06.2025 07.2025 08.2025 09.2025 10.2025

11.2025 12.2025 01.2026 02.2026

Deliverables **Required field:*

Milestones **Required field:*

Responsible Entity

SUBMIT

Application Steps

3. Fill-out the Application:

3.3 Project Details / Team Members

The screenshot displays the 'Application Submissions' interface for 'LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS'. The user is logged in as 'lfmwb-user'. The main navigation includes 'Home', 'Guidelines', 'FAQ', and 'Your Application'. The left sidebar contains menu items: 'Project Summary' (7), 'Applicants' (+), 'Project Details' (-), 'Project Details' (10), 'Project Activities' (+ Add Project Activity), 'Team Members' (+ Add Team Member), and 'Project Budget'. The 'Add Team Member' form is highlighted with an orange box and an arrow pointing to the main content area. The form fields are: 'Team Member Name *Required field:' and 'Role *Required field:'. A 'SUBMIT' button is located at the bottom of the form.

Application Steps

3. Fill-out the Application:

3.3 Project Details / Project Budget

The screenshot displays a web application interface. On the left is a sidebar menu with the following items: 'Home', 'Guidelines', 'Project Summary' (with a red notification badge '7'), 'Applicants' (with a '+' icon), 'Project Details' (with a '-' icon), 'Project Details' (with a red notification badge '10'), 'Project Activities' (with a '+ Add Project Activity' link), 'Team Members' (with a '+ Add Team Member' link), 'Project Budget' (highlighted with an orange box and an arrow pointing to the main content), and 'Supporting Documents'. At the bottom of the sidebar is a 'Preview' button. The main content area is titled 'Project Budget' and contains the text 'You can download budget template [HERE](#)'. Below this is a 'Budget *Required field:' section with a file upload button labeled 'Choose File' and the text 'No file chosen'. A green 'SAVE' button is positioned below the file upload area.

Application Steps

3. Fill-out the Application:

3.3 Project Details / Project Budget

| TOTAL BUDGET OF THE PROJECT (In CHF) | | | | | | | | | | | | | | | |
|--|------------------------------|-------|------|----------|--------------|-----------------------------------|---|--|--|--|-------------------------------|-----------------------|--------------------------|------------------|---------|
| I. Indirect Costs | | | | | | | | | | | | | | | |
| 1. Gross Salary and Equivalent Payments (In CHF) | | | | | | | | | | | | | | | |
| No. | Cost item | Price | Unit | Quantity | TOTAL BUDGET | Total amount requested from LFMWB | Amount requested from LFMWB for Leading applicant | Amount requested from LFMWB for Co-applicant 1 | Amount requested from LFMWB for Co-applicant 2 | Amount requested from LFMWB for Co-applicant 3 | In-kind Contribution (In CHF) | Co-financing (In CHF) | In-kind Contribution (%) | Co-financing (%) | |
| 1.1.1 | Staff Position Title (% FTE) | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.1.2 | Fee | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.1.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal -1 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| 2. Travel and Accommodation Costs (In CHF) | | | | | | | | | | | | | | | |
| 1.2.1 | Travel | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.2.2 | Accommodation | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 2 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| 3. Administrative Costs (In CHF) | | | | | | | | | | | | | | | |
| 1.3.1 | General Administration | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.3.2 | Bank Fees | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.3.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 3 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| 4. IT/Office Equipment Costs (In CHF) | | | | | | | | | | | | | | | |
| 1.4.1 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 1.4.2 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 4 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Total Indirect Costs | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| II. Direct Costs (In CHF) | | | | | | | | | | | | | | | |
| Activity 1 | | | | | | | | | | | | | | | |
| 2.1.1 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.1.2 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.1.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 1 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Activity 2 | | | | | | | | | | | | | | | |
| 2.2.1 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.2.2 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.2.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 2 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Activity 3 | | | | | | | | | | | | | | | |
| 2.3.1 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.3.2 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.3.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 3 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Activity 4 | | | | | | | | | | | | | | | |
| 2.4.1 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.4.2 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| 2.4.3 | | | | | 0 | 0 | | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 4 | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Total Direct Costs | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |
| Contingency max. 5%: | | | | | 0 | | | | | | | | | | |
| TOTAL BUDGET: | | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! | |

COMPETITIVE FUND FOR LFM COMMUNITY-BASED PROJECTS

Landscape Fire Management in the Western Balkans

Applicant: _____
 Country/Entity: _____
 Project Name: _____
 Duration of the Project: _____ (with words) months

TOTAL BUDGET OF THE PROJECT (In CHF)

| I. Indirect Costs | | | | | | | | | | | | | | |
|--|------------------------------|-------|------|----------|--------------|-----------------------------------|--------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|----------------------|-----------------------|--------------------------|------------------|
| 1. Gross Salary and Equivalent Payments (In CHF) | | | | | | | | | | | | | | |
| No. | Cost item | Price | Unit | Quantity | TOTAL BUDGET | Total amount requested from LFMWB | Amount requested from LFMWB for Lead | Amount requested from LFMWB for Co- | Amount requested from LFMWB for Co- | Amount requested from LFMWB for Co- | In-kind Contribution | Co-financing (in CHF) | In-kind Contribution (%) | Co-financing (%) |
| 1.1.1 | Staff Position Title (% FTE) | | | | 0 | 0 | | | | | | | | /0! |
| 1.1.2 | Fee | | | | 0 | 0 | | | | | | | | /0! |
| 1.1.3 | | | | | 0 | 0 | | | | | | | | /0! |
| Subtotal -1 | | | | | 0 | 0 | | | | | | | | /0! |
| 1.2.1 | Travel | | | | 0 | 0 | | | | | | | | /0! |
| 1.2.2 | Accommodation | | | | 0 | 0 | | | | | | | | /0! |
| Subtotal - 2 | | | | | 0 | 0 | | | | | | | | /0! |
| 1.3.1 | General Administration | | | | 0 | 0 | | | | | | | | /0! |
| 1.3.2 | Bank Fees | | | | 0 | 0 | | | | | | | | /0! |
| 1.3.3 | | | | | 0 | 0 | | | | | | | | /0! |
| Subtotal - 3 | | | | | 0 | 0 | | | | | | | | /0! |
| 1.4.1 | | | | | 0 | 0 | | | | | | | | /0! |
| 1.4.2 | | | | | 0 | 0 | | | | | | | | /0! |
| Subtotal - 4 | | | | | 0 | 0 | | | | | | | | /0! |
| Total Indirect Costs | | | | | 0 | 0 | | | | | | | | /0! |

Budget template for Competitive Fund for LFM Community-based Projects Application

Note: If you insert new rows, please copy the formula from a previous row by simply using the function copy/paste (marking the whole row)

Principle

Ø All budget items have to be defined in the Project Application.

I. Indirect Costs

Project Management and Supporting Costs

1. Gross Salary and Equivalent Payments for Project Staff

Ø Gross salary costs: gross annual salaries (incl. social charges) to be divided into 12 months.

Max. 8 hours per working day can be charged, meaning 20-22 days per month for a full-time staff salary (compensation for holidays is included in the fee; compensation for the weekend is excluded).

Ø Part-time positions have to be calculated as a percentage of the total working hours per month (as stated in the previous bullet point)

Ø Fees for short-term Experts: Can be charged on daily or hourly rates

2. Travel and Accommodation Costs

Ø All accommodation costs need to be planned in max 4 star facilities

Ø Use of own vehicle for business purposes - calculation = ((price 1l/fuel*km(both ways))*15%

3. Administrative Costs

Ø Administrative costs of the implementing organisation (e.g. general admin. costs, printing, bank fees, accounting, communication etc.)

4. IT/Office Equipment

Ø Equipment required for the implementation of planned activities (lapt top, software etc.)

| II. Direct Costs (In CHF) | | | | | | | | | | | | | |
|---------------------------|--|--|--|----------|----------|---|---|---|---|---|---|---------|---------|
| Activity 1 | | | | | | | | | | | | | |
| 2.1.1 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.1.2 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.1.3 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 1 | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| Activity 2 | | | | | | | | | | | | | |
| 2.2.1 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.2.2 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.2.3 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 2 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.3.1 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.3.2 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.3.3 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 3 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.4.1 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.4.2 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| 2.4.3 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Subtotal - 4 | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Total Direct Costs | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| Contingency max. 5%: | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |
| TOTAL BUDGET: | | | | 0 | 0 | | | | | | | #DIV/0! | #DIV/0! |

II. Direct Costs

Ø These funds cover the costs for the project activities:

* A detailed structure of the budget lines is requested and it should be clearly linked to the narrative part in the application

* Buying goods or services in order to carry out specialised tasks that beneficiaries cannot do themselves.

Ø 1. Travel and accommodation for project implementation and event organization

*These costs cover the expenses for event participants.

* All accommodation costs need to be planned in max 4 star facilities.

* Use of own vehicle for business purposes - calculation = ((price 1l/fuel*km(both ways))*15%.

1.1 Event organization

* Venue (in max. 4-star facilities)

* Event materials: In order to reduce carbon footprints, the use of printed and plastic materials at events should be minimized or avoided altogether.

Conversion

Ø Use the following currency converter:

[Oanda](#)

Non-Chargeable Costs for LFMWB

Ø Remuneration (salaries, fees etc.) for the employees of local governmental units and public institutions.

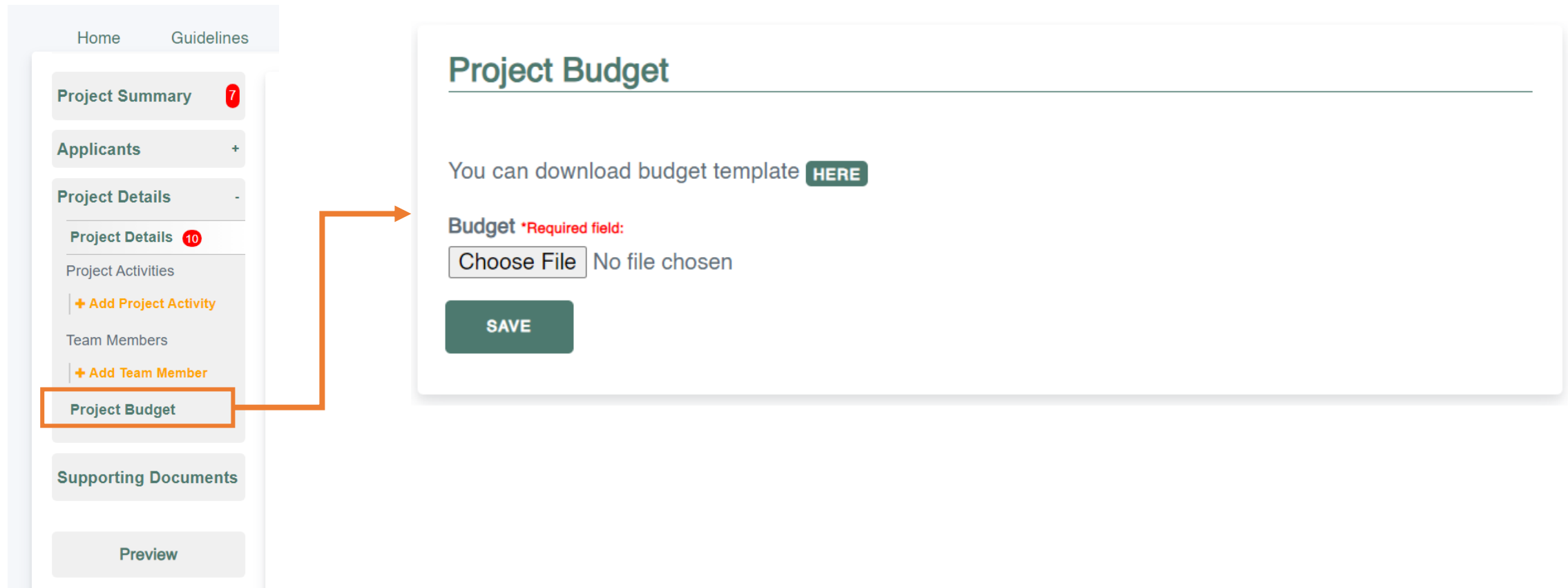
Ø Flights.

Ø Taxes, including VAT.

Application Steps

3. Fill-out the Application:

3.3 Project Details / Project Budget



The screenshot shows a web application interface. On the left is a sidebar menu with options: Home, Guidelines, Project Summary (7), Applicants (+), Project Details (-), Project Details (10), Project Activities, + Add Project Activity, Team Members, + Add Team Member, Project Budget (highlighted with an orange box), and Supporting Documents. At the bottom of the sidebar is a Preview button. The main content area is titled 'Project Budget' and contains the text 'You can download budget template [HERE](#)'. Below this is a 'Budget *Required field:' section with a 'Choose File' button and the text 'No file chosen'. A 'SAVE' button is located at the bottom of the form. An orange arrow points from the 'Project Budget' menu item in the sidebar to the main content area.

Application Steps

3. Fill-out the Application: 3.4 Supporting Documents

The screenshot shows the 'Your Application' page for the Landscape Fire Management system. The page has a header with the logo and 'LANDSCAPE FIRE MANAGEMENT IN THE WESTERN BALKANS' on the left, and 'Application Submissions' and user information 'lfmwb-user Logout' on the right. A navigation menu includes 'Home', 'Guidelines', 'FAQ', and 'Your Application'. A sidebar on the left contains 'Project Summary' (with a red notification icon '7'), 'Applicants', 'Project Details', 'Supporting Documents', and a 'Preview' button. The main content area is titled 'Supporting Project Documents' and lists four document categories, each with a 'Choose File' button and the text 'No file chosen': 'Ownership Act or Certificate for Ownership - Original', 'Ownership Act or Certificate for Ownership - English', 'Relevant Documentation Required by the Respective National Legislation - Original', and 'Relevant Documentation Required by the Respective National Legislation - English'. A green 'SAVE' button is located at the bottom of the document list.

Application Steps

4. Preview and **SUBMIT**

Mitigation Strategy
uuu

Additional Information
111

Project Activities

| No | Activity | 2024 | | | 2025 | | | | | | | | | | | | 2026 | | | Deliverables | Milestones | Responsible Entity |
|----|----------|-------------------------------------|----|-----|------|----|-----|----|---|----|-----|------|----|---|----|-----|------|----|-----|--------------|------------|--------------------|
| | | X | XI | XII | I | II | III | IV | V | VI | VII | VIII | IX | X | XI | XII | I | II | III | | | |
| 1 | sss | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | | | | sss | sss | not provided |

Team Members

Team Member Name
sss

Cv Resume
LFMWB - ujp 27'05'2024.pdf

Role
sss

Project Budget

Project Budget
2024-04-A10210-6.pdf

Supporting Project Documents

Ownership Act or Certificate for Ownership - Original
Not provided

Ownership Act or Certificate for Ownership - English
Not provided

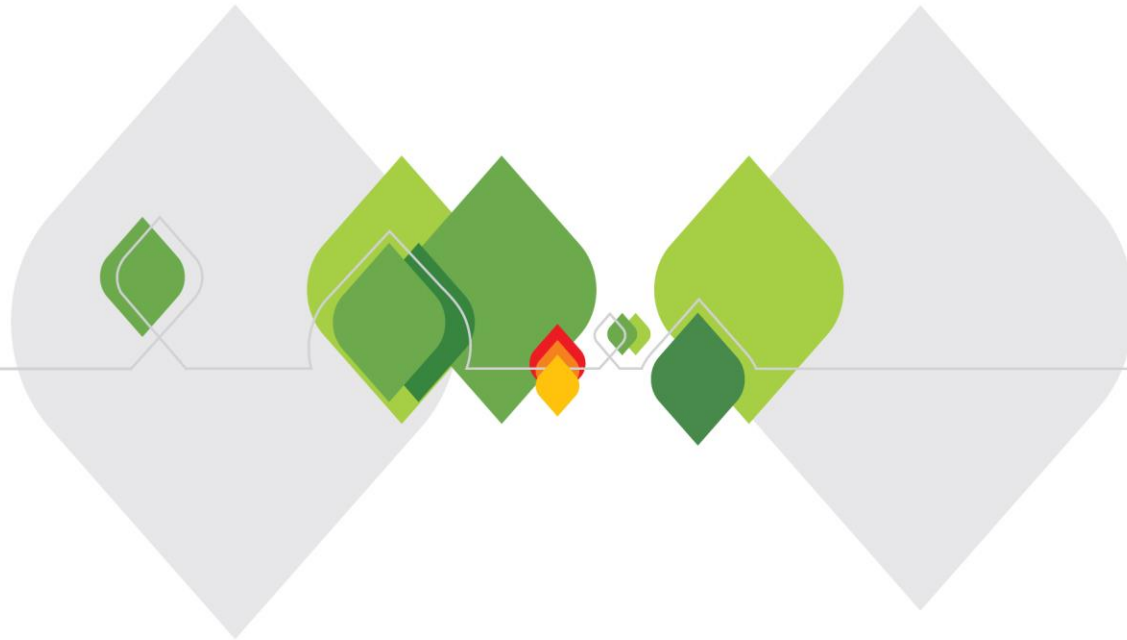
Relevant Documentation Required by the Respective National Legislation - Original
Not provided

Relevant Documentation Required by the Respective National Legislation - English
Not provided

SUBMIT

Check if you have provided all required information before **SUBMIT**

Q&A



THANK YOU FOR YOUR ATTENTION

For more information, please visit the official website of the LFMWB Programme:

www.lfmwb.net

