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Fund for Responsible Business (FVO)

**FVO Project Proposal Project B**

Implementation

This project proposal template helps you develop and submit your project plans. Please complete this form accurately.

**Please note:** The project plan should not be more than 20 pages. Use the font Verdana, 9pt and single spacing. You can delete the blue instructions and examples.

**General information**

For the implementation of this subsidy scheme, it is necessary to process your personal information. We will not use your personal information for other purposes or store it longer than needed. For more information, read the [Government of the Netherlands](https://www.government.nl/privacy) Privacy Declaration.

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| Planned start date of Project B |       |
| Planned end date of Project B |       |

## Project plan

* 1. Briefly describe this project's main methods and most important activities toreduce or solve corporate social responsibility (CSR) risks in your value chain. How do these activities tackle the underlying causes that you found in the impact assessment?

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1.2 A gender-specific approach can help tackle the underlying causes to reduce or solve CSR risks. Please describe how your findings on possible gender-specific issues or differences are part of your plan.

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1.3 Please turn the mentioned activities into new monitorable results for project B in the Result Sheet. For more information on how to fill out the 'Result' sheet, please see the 'Instructions' sheet.

1.4 As part of project A, you have developed a Monitoring & Effect Measurement (M&E) plan. The M&E plan measures the effectiveness of your activities. Please specify your SMART[[1]](#footnote-1) indicators linked to the activities.

In addition, FVO project monitoring uses standardised M&E indicators[[2]](#footnote-2). If relevant to your project, please use these indicators into the M&E plan.

Add these to the 'FVO indicators' sheet.

1.5 What are this project's most important results or outcomes? When is your project considered a success?
Include the underlying risks and assumptions.

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## Project organisation

2.1 Describe how you divide the responsibilities between the project partners and third parties.
Who is in charge of what?

 For example:
- data collection and analysis;
- drafting the annual report;
- progress monitoring;
- coordination, and so on.

 Note: If you have one, you can attach your (free) form project planning to answer this question. If not, please describe your plans here.

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2.2 Do the project partners have knowledge and experience in the relevant CSR subjects? Please explain.

 Did you find third parties that add knowledge and skills to the project?

 Please share their details (name and so on) and describe their added value for the project.

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2.3 You found local partners and stakeholders in project A. What do they think of the project? How will you involve them in the proposed activities to reduce or solve CSR risks in the value chain?

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2.4 Explain how the company or companies in the partnership influence the relevant stakeholders to reduce and solve the CSR impacts and risks in their value chain.

 Describe the influence the company or companies have to address and improve the most important CSR risks in the value chain.

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2.5 What risks did you identify for the implementation of this proposal?
How are you going to reduce these risks?

For example:
- the risk that you will not reach your goals;
- suppliers or other stakeholders are unwilling to cooperate;

- reputational risks;
- loss of business cases, and so on.

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## Long-term sustainable impact on CSR impacts

* 1. What will be the long-term impact of this project? Please include how you will ensure this project continues reducing CSR risks in the target country after the project ends.

 How will this be financed?

If this is not clear yet, please include how and when you will develop a plan in the results table.

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3.2 Which internal company processes and procedures will you change to tackle the CSR risks in the value chain?

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3.3 Which relevant departments of the company are involved in embedding changes properly in your organisation? How will you tackle internal resistance?

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## Communication

4.1 How will you communicate your achievements in reducing and solving your CSR impacts and risks?

Your communication helps other companies to learn from your achievements. And it fulfils your obligations to inform stakeholders about your progress.

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4.2 Are you willing to share results and lessons learnt from this proposal with your sectors through the Netherlands Enterprise Agency?

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|  [ ]  Yes  | [ ]  No >: Please, explain what you are willing to share and what not. |
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1. SMART: Specific, Measurable, Achievable/Attainable, Relevant, and Time-bound. [↑](#footnote-ref-1)
2. For an overview of standardized indicators, see: <https://english.rvo.nl/sites/default/files/2019/08/Standardised%20ME%20indicators.pdf> [↑](#footnote-ref-2)