VISION ANNAN ONLINE FORM

Please fill the following form if you wish to honour the late Kofi Annan by using his name in relation to projects or initiatives.

## (1) Description of the Applicant

**(1.A) Name of the Applicant**

Click or tap here to enter text.

###  (1.B) What is the nature of the Applicant?

Please select one of the following:

Choose an item.

 If you selected other, please specify: Click or tap here to enter text.

### (1.C) Please provide the following information about the Applicant:

1. Legal form (provide more detail on 1.B, if applicable): Click or tap here to enter text.
2. Country of seat/residence: Click or tap here to enter text.
3. Summary of activities undertaken by the Applicant in the past years **(1500 characters max)**

iii.

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## (1.D) Please attach any supporting document to your email (2MB Max File Size)

Please note that supporting documents will **only** be taken into account for the evaluation of the Project/Initiative if all the fields required in section (1.C) are filled by the Applicant.

## (2) Description of the Project/Initiative

**(2.A) Name of the Project/Initiative**

Click or tap here to enter text.

###  (2.B) What is the nature of the Project/Initiative?

Please select one of the following:

Choose an item.

If you selected For profit/ Commercial, please note that in general the use of the name “Kofi Annan” is not granted for commercial and for-profit purposes.

### (2.C) Please provide the following information about the Project/Initiative:

### Purposes (1500 characters max),

### Activities (1500 characters max),

### Geographical Scope (500 characters max),

### Actual and potential partners (1500 characters max),

### Reason why the Applicant wishes to use the name "Kofi Annan" in relation to the Project/ Initiative (1500 characters max)

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## (2.D) Please attach any supporting document to your email (2MB Max File Size)

Please note that supporting documents will **only** be taken into account for the evaluation of the Project/Initiative if all the fields required in section (2.C) are filled by the Applicant.

## (3) Description on how funds will be raised and/or revenue generated from the Project/Initiative

### (3.A) Please provide the following information about the Project/Initiative in 1500 characters max:

1. How will the Project/Initiative be funded **(1500 characters max)**?
2. How will funds be raised to support the Project/Initiative, if any **(1500 characters max)**?
3. How will revenues be generated from the Project/Initiative, if any **(1500 characters max)**?

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## (3.B) Please attach any supporting document to your email (2MB Max File Size)

Please note that supporting documents will **only** be taken into account for the evaluation of the Project/Initiative if all the fields required in section (3.A) are filled by the Applicant.

## (4) Branding of the Project/Initiative

 **(4.A) Please add below name and URL of the website of the Applicant, if applicable:**

i. Name: Click or tap here to enter text.

ii. URL: Click or tap here to enter text.

**(4.B) The Applicant shall send to the Kofi Annan Foundation any branding and any other material (in printed or digital formats, such as websites) related to the Applicant's Project/Initiative for approval prior to use, if available at the time of the request**

**Please note that, should your application go forward, branding and any other material related to the Applicant’s Project/Initiative will be requested at a later stage**

## (4.C) Please attach any supporting document required under section (4.B) (2MB Max File Size) to your email, if applicable

## (5) Communication around the Project/Initiative

### (5.A) Please provide the following information about the Project/Initiative in 1500 characters max:

1. Description of media campaign, public relations/communications and advertising in relation to the Project/Initiative, if any **(1500 characters max)**,
2. Exact expression and/or logo to be used in relation to the Project/Initiative, if any **(500 characters max)**

i.

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ii.

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## (5.B) Please attach any supporting documents to your email (2MB Max File Size)

Please note that supporting documents will **only** be taken into account for the evaluation of the Project/Initiative if all the fields required in section (5.A) are filled by the Applicant.

## (5) Copies of documents regarding the Applicant

## (5.A) Please attach any supporting documents to your email (2MB Max File Size), if applicable

### Copies of statutes of the Applicant organization,

### Documents of incorporation of the Applicant organization,

### Extract of commercial registry of the Applicant organization,

### List of Board members and/or directors of the Applicant organization.

## (6) Sending your application

**(6.A) Please send this form together with any supporting documents to** info@kofiannanfoundation.org**.** **The subject of your email should be the following: VisionAnnan\_Name of the Project/Initative.**

**Thank you!**