Application process	Section	Question(s)	Description or subtext
PART 1	**Part 1.1: Eligibility Criteria**	Does your organisation or group primarily focus on the rights of girls, women, transgender and non-binary people?	
		Is your organisation or group based in one of the following regions: Africa, Asia, Caribbean, Latin America, Middle East, or the Pacific?	
		Does your organisation or group consist of 3 people or more?	
		Which category fits your type of organisation or group	
		In what region is your organisation's or group's work primarily focused?	
		Does your organisation's or group's work align with the mission and vision of the FREE STEM Fund?	Vision: Girls, women, transgender and non-binary people are widely represented in, and empowered to thrive in and advance the STEM sector. Mission: The FREE STEM Fund will invest in initiatives that use intersectional approaches to empower girls, women, transgender and non-binary people as changemakers in the STEM sector.
		Does your work or your project proposal focus on the FREE STEM Fund target group of girls, women, transgender and non-binary people?	FREE STEM Fund target group: All girls and women, transgender and non-binary people, particularly from underrepresented groups and minority communities for example black, indigenous, people of colour, LGBTIQ+, people with disabilities, sex workers, refugees, rural and marginalised urban communities, migrants or those who are stateless and people who face caste-based oppression.
		Does your project proposal align with at least one of the Thematic Parameters of FREE STEM?	Click on the link to the website to read the full description of the thematic parameters: https://www.thefreestemfund.org/who-can-apply
		Does your organisation or group have at least 60% women, transgender or non-binary people in leadership positions*?	FREE STEM Fund understands leadership positions as key decision makers within your organisation. Depending on structure and legality in your context, this may be the executive team, board, or an informal set of team leads/representatives.
		Was your annual organisational income for 2022 below 150,000 EUR?	
	Part 1.2 Expression of interest:	Name of organisation or group	
		Country of organisation or group	
		Insert links to all your organization/group website and social media such as Facebook/Instagram/LinkedIn/other	If you don't have social media please write in the box: No social media and upload a 1 page document in the next question
		Attach 1 page about your organisation if you do not have social media	
		Links to articles, media coverage or any other online materials	
		Full name of contact person	

Pronouns of contact person	What pronouns do you use as an individual? A pronoun is a word that is used to refer to a person or thing. Example: If I use 'she/her' pronouns then someone would refer to me in a sentence like this: "She is applying for this fund on behalf of her organisation"
Role of contact person in organisation	
Email address of contact person	
Phone number of contact person	
Name of secondary contact person	
Role of secondary contact person in organisation	
Email address of secondary contact person	
Email address of organisation	
Preferred language of communication	
Do you have any accessibility needs throughout this process?	Do you have trouble accessing technology such as the internet or computer. Do you need language support? Do you have any disabilities that require assistance in this process?
Is your organisation or group legally registered?	* Note: Whether you are registered or not doesn't affect your eligibility. However, if you are an unregistered organisation/group and want to apply for more than 10,000 EUR you will need a fiscal sponsor. Learn what a fiscal sponsor here: thefreefund.org/stem-faqs
List all people in top leadership positions in your organisation or group. You should list at least 3 and up to 5 people - Name / Gender / Role	Cis woman means cisgender woman which refers to women who were assigned female at birth and identify themselves as women. Cis man means cisgender man which refers to men who were assigned male at birth and identify themselves as men. Read more about what cisgender means here: https://www.transhub.org.au/101/cis Non-binary: Refers to individuals whose gender identity does not fit into the singular categories of man or woman. Watch this for more information: https://www.them.us/video/watch/jacob-tobia-explains-the-history-of-the-word-genderqueer
Who do you primarily work with?	
Which target group are you primarily working with?	
Please describe your target group in more detail	
Give a brief description of your project for the FREE STEM Fund	Explain how it addresses the topic of gender inequality in STEM

		What category are you applying to: Atom; Molecule or Cell?	**Atom** Up to 10,000 EUR New groups / organisations Aimed at new or smaller initiatives to address gender equity in STEM Does not require registration nor a fiscal sponsor **Molecule** Up to 30,000 EUR Either: Min. 1 year demonstrable experience implementing STEM x gender equity projects OR Min. 3 years of demonstrable experience in one of the Thematic Areas If a group/org is unregistered and applies for more than 10,000 EUR, they will need a fiscal sponsor. **Cell** Up to 50,000 EUR Aimed at sustaining or expanding existing STEM x gender equity projects Min. 2 years demonstrable experience implementing STEM x gender equity projects. If a group/org is unregistered and applies for more than 10,000 EUR, they will need a fiscal sponsor.
		How did you learn about the FREE STEM Fund?	
PART 2	**About the Organisation/Group**	Name of organisation/group	
		Region of organisation/group	
		Country of organisation/group	
		Email address of the organisation confirmed	
		Year your organisation/group was founded	
		Annual organisational/group income from the year 2022 (in EUR)	
		Can you provide proof for your organisational/group income?	E.g. audited statement, financial report, bank statement
		Please upload proof of income	E.g. audited statement, financial report, bank statement
		How would you describe your organisation/group?	This could include any relevant information such as your vision and mission, your values and principles, your background, your areas of work or your upcoming priorities. If you uploaded a 1-pager in Phase 1 you can use that information here.
		What is the main impact your organisation's activities have had on the lives of girls, women, transgender and non-binary people?	
		If available, please attach or add a link to your 1-2 recent reports (e.g. program reports, annual reports, project documents, audit reports).	

	Proposed Project & Funding Request	What is your project proposal?	We want to get a clear idea of your project, including the overall change(s) your project is intending to achieve and who will benefit. Is this an existing project or a new one? Tell us where your project participants live and what challenges they face, and explain a little bit about the context in which they are living. Tell us what changes you aim to bring about and the activities you will be carrying out to achieve those changes.
		Briefly explain how much time you would need for your project and why.	
		What are the main activities for this project?	Please list them in bullet points
		Which of the following thematic grant parameters does your projectbest fit within?	Please see the website for more information on these parameters here: https://www.thefreestemfund.org/who-can-apply
		Please describe how you address this thematic parameter in your project	What is your understanding of the parameter and how it links to your project?
		How would your project contribute to the vision and mission of FREE STEM Fund?	Vision: Girls, women, transgender and non-binary people are widely represented in, and empowered to thrive in and advance the STEM sector. Mission: The FREE STEM Fund will invest in initiatives that use intersectional approaches to empower girls, women, transgender and non-binary people as changemakers in the STEM sector.
		What STEM area(s) does your project primarily focus on?	
		Who are your primary project participants?	
		Could you explain a bit more about who your project participants are? What age range are they? How many you hope to engage? Are they from underrepresented and minority groups? If so, please identify which ones.	FREE STEM Fund aims to support all girls and women, transgender and non-binary people, particularly from underrepresented groups and minority communities for example black, indigenous, people of colour, LGBTIQ+, people with disabilities, sex workers, refugees, rural and marginalised urban communities, migrants or those who are stateless.
		Identify your project as an Atom; Molecule or Cell?	
		Explain why you chose Atom, Molecule or Cell	What about your self-placed category do you most align with? EXAMPLE: For a Molecule: are you an organisation that has been operating for over 3 years but has only focused on STEM and not gender equality but would now like to broaden your reach to also include gender equality. Or have you been working on a STEM and gender equality project for over a year?
		What is the exact budget you ask for?	Please note that if you are unregistered and applying for funds larger than €10,000, you would need to name a registered organisation who can act as your fiscal sponsor. Read what a fiscal sponsor is here: thefreefund.org/stem-faqs Make sure this budget is within your self-placed category of atom/molecule/cell.
		Please explain why you are requesting this grant amount by providing a high-level budget breakdown of how you plan to use the grant.	*Up to 10% of the total requested budget amount can go towards capacity strengthening activities. Besides program costs, your budget can also include staff time and overheads. Overhead costs might include office rent, utilities, and other administrative costs not directly linked to the project.

		This question is ONLY for unregistered groups. If you are an unregistered group applying for the Molecule or Cell models then you require a fiscal sponsor. Have you already identified or partnered with a registered organisation that can act as your fiscal sponsor?	Visit the STEM Frequently Asked Questions for more information on fiscal sponsors: https://www.thefreestemfund.org/faqs. If you have not identified one, we encourage you to do this as soon as possible
	Outcomes	What immediate results do you hope to see as an outcome from this project?	E.g. How many girls/women/transgender people/non-binary people are you hoping to reach? What short-term outcomes are you expecting to achieve with your project?
		What change do you hope to see in this community as an long-term outcome from this project?	What meaningful and sustainable outcomes are you looking to achieve? What are you hoping to challenge or change? What short-term and long-term outcomes are you expecting to achieve with your project?
	Reference	Name of organisation, collective, or group that you have either: (1) received funding from, or (2) partnered with either formally or informally. Please indicate your relationship in addition to the name of the organisation.	The reference should come from a current or recent partnership. A recent partnership is one that you had within the last 3 years (even if the partnership has now ended).
		Name of contact person	
		Email address of contact person	
		Phone number of contact person	
		Alternative organisation or contact person (please provide (organisation) name, email, and phone number	