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The subgrant application shall meet the following requirements:

1. Please, clearly draft general and specific goals, objectives and specific activities of the project

Please, describe the ways and methods, in which psychosocial and medical assistance service will be created for victims of inhuman treatment and torture and their family members. It will be valuable to create service, that is based on bio-psycho-social approach comprising of multidisciplinary intervention methods: psychiatrist, general physicians , psychologist/psychotherapist , social worker, lawyer.

1. Please, describe the selection and identification process of service users (beneficiaries)

* define the ways with which beneficiaries will be referred to the center
* will you be using the existing referral network?
* will you be planning to expand the referral network?
* are you envisaging distributing leaflets and information booklets, etc.

1. Please, describe how you are planning to carry out each case’s management

Describe the care trajectory of the victim

1. On Centre’s database

* Initial interviewing
* creating a care plan (which specialists will be involved)
* Psycho-diagnostics
* will you be including family members of the victims
* shared discussion and supervision of complex cases

1. Service provided outside the center:

* redirecting/referral to various specialists (eg, ophthalmologist, neurologist, etc.)
* to sub-contractor medical centers
* clinical laboratory research
* visits to the victim's apartment
* visits to penitentiary facilities

1. How many victims will receive service during the project implementation period?

-specify the total number of beneficiaries, who will benefit from service provision

-how many of these will be victims?

-how many of these will be family members?

-on average how much each beneficiary’s service will cost

1. How will you document beneficiaries’ service provision

* are you planning to use medical record (electronic medical record)
* will you be using diagnostic classifiers (ICD-10, DSM-5)
* will you be using standardized documentation of torture facts (Istanbul Protocol)
* will you be using electronic database
* how will you handle the beneficiary’s confidentiality issue

1. Which methodologies will you be using during service provision?

* individual counseling (psychiatrist, GP, psychologist, social worker, lawyer)
* group work
* family counseling
* medical therapy
* physiotherapy
* psychotherapy (Individual, Group, Family) + Specific Methods: CBT, TFCBT, DBT, BEPP, EMDR, MBSR, ect.

1. How will you evaluate project results?

* what will be immediate result (output) of the project?
* what effect the project outcome will have on the condition regarding torture and inhuman treatment in the country?
* will the implementation of the project have long-term impact or bring supplementary results?

which instruments will be used for evaluating project results? (dynamics of symptoms, feedback form, psychological and somatic state improvement scales, etc.)

* are you planning to use the electronic database for calculating statistical results ?

1. Please, attach a detailed budget of the project

