APPLICATION FORM – STANDARD GRANTS PROGRAMME

The application was modified for the purpose of the PhD training course PREFEKT 2016.

**Project title:**

**Project category:**

*Select one category.*

|  |  |
| --- | --- |
| Cultural cooperation |  |
| Education |  |
| Scientific exchange, research |  |

**Project outputs:**

*Pick up to 2 main outputs of the project.*

|  |  |
| --- | --- |
| Audio/video production (CD/DVD) |  |
| Conference |  |
| Exhibition |  |
| Festival — Film |  |
| Festival — Music |  |
| Festival — Theater |  |
| Forum (public debates) |  |
| Publication |  |
| Research |  |
| Summer school |  |
| Workshop & training |  |
| Website |  |
| Youth exchange |  |
| Other (specify): |  |

**1. Applicant**

Name of the organization in its native language:

Name of the organization in English:

Address:  
Identification No. of the organization:

URL:

Coordinator of the project:

Coordinator’s e-mail:

Represented by:

**2. Project partners**

**Partner No. 1**  
Name of the organization in English:

Country:

Website:

Role of the partner:

**Partner No. 2**  
Name of the organization in English:

Country:

Website:

Role of the partner:

**Partner No. 3**  
Name of the organization in English:

Country:

Website:

Role of the partner:

**3. Short project description**

|  |
| --- |
| *max. 800 characters*  *Briefly explain the content of the project* |

**4. Detailed project description**

|  |
| --- |
| *max. 2500 characters*  *Give a thorough description of the content of the project including its main goals with an emphasis on the regional dimension.* |

**5. “Visegrad” feature of your project**

|  |
| --- |
| *max. 800 characters*  *Explain in what way the project is relevant to the V4 region and how it concerns the region or Central Europe as such. Describe the added value of the regional dimension and justify your funding request.* |

**6. Target groups benefiting from the project**

|  |
| --- |
| *max. 800 characters* |

**7. Events**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Event | City | Country | From (DD/MM/YYYY) | Until (DD/MM/YYYY) | Number of participants / visitors |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**8. Expected outputs**

|  |
| --- |
| *max. 1 000 characters*  *If the output is a publication, please specify the estimated number of pages and the expected number of copies to be printed.* |

**9. Planned public relations/promotional activities**

|  |
| --- |
| *max. 1 000 characters*  *Please indicate the planned dates and events of your promotional activities, as well as the media you intend to use for promotion.* |

**10. Previous experience in the field**

|  |
| --- |
| *max. 800 characters* |

**11. Continuation of the project:**

|  |
| --- |
| *max. 1 000 characters*  *Indicate how the project will continue after the conclusion of this grant, if at all.* |

**12. Implementation Period** – from DD/MM/YYYY to DD/MM/YYYY

**13. Expected results and potential risks**

|  |
| --- |
| *max. 1 000 characters*  *Please indicate what concretely you expect from the project outcomes. How will you measure the results of the project? When will you deem it successful and when not? What are the risks?* |

**14. Budget (in €)**

**Requested contribution and co-financing (in €):**

|  |  |  |
| --- | --- | --- |
|  | EUR | % of total project costs: |
| Contribution requested from the fund: |  |  |
| Your own financial contribution: |  |  |
| **Total:** |  |  |

**Breakdown of the total budget including co-financing (in €):**

|  |  |
| --- | --- |
| Printing and publishing costs, delivery |  |
| Rent of premises and related technical services |  |
| Fees for experts |  |
| Accomodation |  |
| Transportation costs |  |
| Translation, interpreting costs |  |
| Office supplies and consumption material |  |
| PR costs (e.g. advertising) |  |
| Website design and update |  |
| Overheads (max. 15% of the Fund's contribution) |  |
| **Total (must match the approved contribution) :** |  |

**15. Declarations**  
On behalf of the applicant I confirm the assumption of obligations connected with the realization of the project and I declare that all information included in this project proposal are true and that the relevant institutions which shall co-operate in the framework of the proposed activities, have approved the project.

|  |  |
| --- | --- |
|  | Signature of the statutory representative of the Applicant, place and date |