# Civil Society Organisation Capacity Development

# Application form – Travel Grants

1. **General information about the applicant and their organisation**

|  |  |
| --- | --- |
| Name, Surname |  |
| Location (which city or region do you live in) |  |
| Contacts  | E-mail:Phone:Skype: |
| Someone who can provide a recommendation to confirm that you have been working for a CSOs for the last 2 years  | E-mail:Phone:Skype: |
| Work place and job title |  |
| Field of activity of this organisation (Women’s rights, human rights, environmental activism…) |  |
| How long has this organization been active? |  |
| How many years have you worked for this organization? |  |
| Website / Facebook page of organisation(if applicable)  |  |
| Please indicate if this is a collective or individual application |  |

1. **Support requested**

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| **Please describe your activity, exchange opportunity at the regional, international level, and why this opportunity will help your organization and your professional carrier?****(**500 words max) |
|  |

 **3. Descriptions of planned activities**

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|  **What kind of event or activity would be attended? Please include in the information the links to the events (if they are published) or the website of the NGO’s where the activity or the internship will take place*** Exchange
* Training
* Internships
* Conference
* Other (please specifiy)

(500 words max) |
|  |

 **4. Sustainability**

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| **Please provide a plan how you will share all that you learned with your team?** (500 words max) |
|  |

 **6. Budget**

Please use the template below or attach an Excel version.

Grants are available for

* up to €2000 for individuals or team

|  |
| --- |
|  |
| Activity | Cost per unit | Number of units | Total (EUR) | Comments |
| *Fly tickets* | *150* | *2* | *300* |  |
| *Fee for attendance of the conference* | 25 | 2 | 50 |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total |  |  |  |  |