

Application Travel grant

To apply for our travel grant, please answer the questions below in **maximum 3 pages**. Send this document, together with your budget and CV, to yasmina@rabbanifoundation.org.

Project description

Give a brief summary of the project you are seeking funding for. Describe the purpose of the project; what problem it addresses; how the project contributes to the mission of the Lutfia Rabbani Foundation and what approach it uses.

Budget

Using the template on the next page, please provide us with a breakdown of the budget required for the realization of this project. Please be specific - this will be the amount you will be awarded if approved to receive the grant.

Desired effect and results

Describe the results of the project, both concrete and abstract and indicate how soon these results will be achieved. Please indicate if you plan on publicising the results of your project and what form that will take (*e.g. exhibition, social media, publishing an article, etc.*)

Timeline

Indicate the start- and end date of the project.

Travel schedule

Outline the travel itinerary of the project. Departure, arrival, intermediate stops, etc.

Activities

Describe what activities are carried out within the scope of the project and indicate within what time frame they will be achieved.

Innovation

Tell us why your project is important, how it can contribute to your field, and why your proposed approach is appropriate for the realisation of those contributions.

Risks

Please describe any risks associated with your project. What are the circumstances that can lead to unexpected obstacles? How do you intend to deal with these risks?

Evaluation

Is there an interim evaluation? If so please describe.

Partners

If applicable, name and describe the involved partners- both financial and cooperative- in the realization of this project.

Travel Grant Budget Template

Please fill in the costs that are essential for your project and/or travel.

Category (<i>e.g. travel, project expenses, etc.</i>)	Description	Total (EUR)
TOTAL AMOUNT REQUESTED (Not to exceed EUR 2.000)		