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| **AIC aisbl**  Rampe des Ardennais, 23  1348 Louvain-la-Neuve - Belgique  +32 (0)10 45 63 53  IBAN: BE02 0016 7161 4740 / BIC: GEBABEBB  [info@aic-international.org](mailto:info@aic-international.org)  www.aic-international.org |  |

**AIC Call for Projects**

**Form to present your project (activity or service)**

**for the Claire and Jean Delva Prize 2021**

To be sent to [info@aic-international.org](mailto:info@aic-international.org) by **27th September 2021**

## Please complete this form in English, French or Spanish only.

## **COUNTRY**

## TOWN

**Name of the project:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

### IDENTITY

**Contact details for the local team**

* Name:
* Address:
* Town:Country:
* Tel.:
* Name of the person in charge of the project:
  + Email:
  + WhatsApp:

**Details about the local team**

* Number of volunteers:
* Role of the volunteers in the project:
* Is your team twinned with another local AIC team elsewhere in the world? Yes/No
  + If yes, with which team?
* Has your team won a prize for the project being presented? Yes/No
  + If yes, what prize?

### DESCRIPTION OF THE PROJECT

**Location**

* Where is the project based?

**Context: Explanation of the type of poverty that you are seeking to fight**

* What is the type of poverty that has led you to carry out this project?
* What are the causes of this poverty? / What is the social context of the project?

**History**

* When and how did your project start?
* What were the expectations of the beneficiaries?
* What have you already done with your beneficiaries?

**Beneficiaries**

* Who are they?
* Number of women: Number of men: Number of children:
* What is their involvement in the project (material aid, decision-making, financial participation, etc.)? What were there wishes in this regard?

**Objectives and desired results**

* What is the overall aim and what are the specific objectives of the project?
* What results do you wish to achieve?

### Activities

* What are the activities you intend to carry out to achieve your objectives and the desired results?
* What is the planned start date of the project?
* What is the planned duration of the project?

**Local partnership**

* Are you working with the Daughters of Charity and/or the Vincentian Fathers? If so, what is their role in the project?
* Are you working with other local partners (local authorities, other associations or NGOs, companies, parishes, etc.)? If so, which ones? What is their role in the project?

**Evaluation and visibility**

* How do you plan to evaluate the results obtained (using quantitative and qualitative indicators)?
* How will you evaluate the IMPACT of the project on the community?
* How are you going to make your project known?

**Monitoring and continuity**

* Who will be in charge of monitoring the project, writing the report and sending it?
* How are you planning to continue the project in the long term, once the funding received from AIC has ended?

### FUNDING

**Provisional budget**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Total cost of the project in EUROS………………….. or in US$ ………………………** | | |  | |
| **Detailed costs of the project** | | | | |
| **DESCRIPTION** | **Local currency** | **€[[1]](#footnote-1)** | | **$** |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
| **TOTAL** |  |  | |  |

**Summary of the request**

**Total budget …**

**Subsidy requested from AIC …**

**Funding obtained from other donors …**

**Local contribution** (hours of voluntary work, subscriptions,

donations in kind, in land, or a building made available to you) …

**Bank details**

Account holder**:**

* + Name:
  + Address:
  + Town: Country:

Bank**:**

* + Account no.: …
  + Name of the bank: …
  + Address of the bank: …

*(Town) (Country)*

* + SWIFT / BIC Code: …
  + Reference: …

### APPENDICES:

* + Pro forma invoices or budget
  + Photos of the project or of the beneficiaries

**NAMES AND SIGNATURES**

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**National President Person in charge of the project**

(Stamp of the association) (Date)

1. Please fill in the budget in local currency and in Euros or Dollars (your choice). [↑](#footnote-ref-1)