

**NOTICE!**

The application form should be submitted only through the online form on the web site:  
<http://hbce.com.ua/our-grants/>

**HBCE GRANT PROGRAM 2018-2019  
APPLICATION FORM  
QUESTIONS**

**1. GENERAL INFORMATION**

- Name of the project (in ENG and UKR)
- Name of the organisation (in ENG and UKR)
- What is the aim of your organization, founders
- Location of the organisation (country, region, city/town/village)
- Type of the organization (choose):
  - NGO
  - Charitable organisation
  - other
- Date of registration

**CONTACT INFORMATION**

- Contact person (Name and Last name)
- Email
- Phone number
- Web-site
- Facebook page

**PROJECT MANAGER**

- Name and Last name

## 2. ABOUT PROJECT

- The aim of the project (not more than 300 characters)
- Short description of the project (not more than 300 characters)
- Location of the project implementation (place, city/town/ village)
- Outline of the project implementation
- Target audience and beneficiaries of the project
- Expected results of the project (not more than 200 characters)
- Evaluation criteria for the project (not more than 200 characters)
- Partners of the project
- Duration of the project and the dates of main activities

## 3. BUDGET

70% of the total expenses could be covered. The budget form is an obligatory part of the project which needs to be sent together with the application form.

NOTICE!

There are some non-eligible costs as purchase of equipment, construction, repair and other infrastructural works, office rent and utilities, debt and debt service charges and double costs (expenses covered by other sources).

BUDGET FORM

All applicants must submit a completed budget form according to the sample below. You should download the file "Budget form.excel" below, fill it in and attach to the application form.

[Budget form.xls](#)

[15 KB](#)

You can also download an example of a budget form.

[Exmple of a budget form.xls](#)

[21 KB](#)