



## APPLICATION FOR ASSISTANCE

- **Only fully completed forms with the requested attachments will be processed.**
- Applications submitted after June 30 of the current calendar year will not be considered.
- Maximum financial support: € 5,000.
- One project application per year per applicant.
- You can send your responses (in a separate file) by email or post.

### Projects that are not eligible for support:

- Construction and renovation projects
- Private projects
- Scholarships
- Medicines and medical supplies
- Vehicles
- Non-self-supporting projects
- Transport costs, wages, maintenance costs, meals, ...

### 1. General applicant information

- Name and surname:
- Function/organization/congregation/nationality:
- Full address:
- Email address:
- How did you hear about our organization (e.g. website, social media, previous support, contact person - please provide name):

### 2. Information on the person responsible for the project

- Name and surname:
- Full address:
- Email address:
- Function/congregation/nationality:

### 3. Information on the project

1. Title of the project
2. Description of the area (province, diocese)
3. Economic situation of the region
4. Information about the target population

5. Detailed description of the project (short and long term objectives)
6. When are you planning to start the project and how long will it take? Planning of the activities, implemented by whom?
7. Contribution from the local community (financial/resources)
8. Contribution from your organization/congregation (at least 10% of the requested support)
9. Requested support amount (maximum € 5,000; include a detailed budget with quotes/pro forma invoices)
10. Have you applied for support for this project elsewhere? What is the amount of support granted?
11. Who is responsible for the continuation of the project?
12. What initiatives are being taken to make the project self-sustainable in the future?
13. Include some pictures that can clarify the request for financial assistance.

#### **4 Information about your intermediary**

- Name and surname:
- Address:
- Country:
- Email address:

#### **5. Bank details**

- Name of the account holder (as registered with the bank):
- Address of the account holder:
- Account number (IBAN):
- Account in EURO or USD?
- SWIFT code of the bank:
- Bank name:
- Bank address:

Correspondent bank (if applicable):

- Bank name:
- Bank address:
- Account number:
- SWIFT code of correspondent bank:

#### **6. Recommendation**

Recommendation from your Bishop to be attached as a separate document  
(signature and stamp required)

#### **7. Applicant's signature**

- Place and date of the application
- Signature of the applicant