

GUIDELINES TO SUBMIT A PROPOSAL FOR A TRAVEL GRANT

Through its travel grant programme, the Ecumenical Women's Initiative (EWI) aims to enable grassroots women's organisations to network, share knowledge, and gain insight into best practices to ensure their sustainability and resilience, and to encourage joint activism at local, national and / or regional levels.

Who can apply?

Civil society organisations who have received at least one grant from EWI and have successfully completed all of their obligations as stated in their contract.

Who can be visited?

Civil society organisations and institutions registered in Croatia, Bosnia and Herzegovina, Kosovo, North Macedonia, Montenegro and Serbia (EWI geographical region). All visits planned for the study trip should be arranged and confirmed **BEFORE** submitting a proposal.

Maximum amount to be awarded per travel grant: 1,500.00 EUR / 11,250.00 HRK

Implementation period: 15.6.2022 - 15.9.2022

EWI covers the costs of transport, food and accommodation of participants in hotels up to three-star category. Given the current epidemiological conditions, participants may organise accommodation in single rooms, purchase of face masks, gloves etc. and if necessary, conduct a BAT rapid antigen / PCR test for SARS-Cov-2 virus.

The budget currency for applications from the Republic of Croatia is HRK, and for all other countries it is EUR.

APPLICATION GUIDELINES

1. Application form
2. Project budget form

NB. Should your project be approved, your financial report must be compiled and verified either by a person employed as a bookkeeper in your organisation or by an external bookkeeping firm with which your organisation has a signed contract and is certified to perform accounting services. If the organisation does not have its own bookkeeping procedures, it should enter into a contract with an external bookkeeping firm and included these costs in the budget.

The completed forms should be sent by e-mail to: natjecaj@eiz.hr no later than **20.5.2022**. EWI will confirm receipt of all applications. For any additional information, please contact the EWI office.