

Partner & project request form¹

Presentation of your organization

Contact information

Name of the organization	
Address	
Contact person	
e-mail	
Phone number	
Link (website, fb, ..)	

Organization objectives

Please describe the short-term objectives of your organization	
Please describe the long-term objectives of your organization	

Organization size & structure in Belgium

Where is the headquarters located?	
What is the structure of your organization?	
How is your organization funded?	
Did you complete projects in the past?	

Organisation & structure in the country of the project

Where is the headquarters located?	
How many members are active here?	
Is the organization structure the same? If different describe.	

¹ If all communication with the partner is in Dutch, this document may be completed in Dutch.



Presentation of Project

Description

Please give a short description of the project and its context.	
Please describe the location of the project (country, province, and city).	
Please describe the main languages that will be used during the project	
What do you expect from Humasol?	
Please describe the things that have already been accomplished related to this project.	

Timing

Please describe the intended timing of the project (e.g. preparation phase, building phase, etc) and how flexible this is (e.g. can this be adjusted to the students' agenda?).	
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Financial

Please give an estimation of the total project cost, and indicate what is and what is not included in this figure.	
Please describe the funding of the project. How much can your organization contribute? Is the budget gathered in the project country (e.g. local business) or do you receive funding from elsewhere (e.g. Belgian grants)	

Other remarks

Please describe here any other remarks or questions you might have.	
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