



swiss cultural programme
in the western balkans

Application Form SMALL ACTIONS

(Please keep a copy of your application form)

Name of project			
Name of Organisation or Project partner(s)			
Contact person and function			
Address Tel. / Fax E-mail			
Date of project	Start date: End date:	Place(s)	
Total Project Budget¹	CHF		
Budget requested from SCP²	CHF		
Project description³			
Priority Areas as defined in SCP⁴	<input type="checkbox"/> Professional Capacity	<input type="checkbox"/> Cultural Debate	<input type="checkbox"/> Innovative Creation
			<input type="checkbox"/> Equal opportunities and cultural diversity
National Priority	<input type="checkbox"/> Audience development and cultural diversity at community level		

¹ This information must reflect the financial plan.

² This information must reflect the financial plan.

³ Use as much space as you feel necessary

⁴ Please tick the appropriate field.

Objectives	
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BANK ACCOUNT*	
Account holder (with address)	
Account number	
Name of the bank and branch	

BUDGET⁵ (Expenditure)	
Item	CHF
A. Production costs	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
...	
Total production costs	
B. Organizational/administrative costs	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
...	
Total organizational/administrative costs	
C. Fees and copyrights	
1.	
2.	
3.	
4.	
5.	
...	
Total fees and copyrights	
D. Other costs	
1.	
2.	
3.	
4.	
5.	
6.	
...	
TOTAL COSTS	

⁵ If necessary please insert additional rows in the budget table.

ADVICE ON HOW TO PRESENT YOUR PROJECT

- Complete the form in English;
- The project has to be worked out in detail, try to give us as much factual information as possible.
- Please try to be realistic and to not exaggerate nor minimize your figures.
- With the registration form please send information about the artistic work you, your group or organization has already done (CVs, photos, brochures, catalogues, press cuttings, video or audio cassettes, CDs). But please remember that it is not the quantity that counts: choose the best or most representative documentation/material.
- Please send the complete application by email to - merita.fehmiu@scp-ks.net. The additional material can be delivered by post or in person to:

**Swiss Cultural Programme in the Western Balkans
Agim Ramadani Street 50/7
Prishtina**

- For further guidance on how to present your project please contact our local office or check our web-site www.scp-ks.net
- Please keep a copy of the completed application.

Place and Date

Signature