



European Society of Contraception and Reproductive Health

ESC Central Office - Opalfeneweg 3 - 1740 Ternat - Belgium

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esccentraloffice@contraception-esc.com - www.contraception-ESC.com

Grant application form January/June 2010 Seeking ESC support for a COURSE/MEETING

Introduction

The ESC will provide funding to support a regional or local course or meeting within Europe related to the aims of the ESC.	
Application	Please use this application form. Note sections with a maximum word count. Forms will be returned if the word count is exceeded.
Who can apply?	Applicants must be paid-up ESC members.
Condition	At least one speaker must be a member of the ESC Board, with their expenses paid out of the grant.
Deadline	Applications will be considered every 6 months. Applications for the first period MUST be received at ESC Central office by 30 June 2010 .
Budget	The available budget for the year 2010 is 10,000 euro: 5,000 euro for applications received between 1 January and 30 June. 5,000 euro for applications received between 1 July and 31 December. The ESC may not be in a position to fully fund all applications.

Part A Name of the applicant requesting the funding

Name of applicant	
Job title	
Address	
Tel no.	
E-mail	
Date of submission of this form	

Part B Proposed course or Meeting

Name of the person responsible for the course/meeting (If different to the person named in box A)	
Contact details of the person noted in this box B: name of person, job title, address, tel no. email	

Part C Background of the project – narrative summary

Title of the course/meeting	
Comprehensive description of the course/meeting. (Max 200 words)	
When would it start / finish? (Max 20 words)	
Where will it take place – country / town, establishment? (Max 20 words)	
Objectives and needs identified. Who will be the audience? (Max 20 words)	
Sector in the area of contraception, sexual and reproductive health.	
What outcomes will be measured? List. (Max 20 words)	

Do you foresee any reasons why this meeting may not happen? (Max 20 words)

Part D Financial related information

Are there other partners or organisations supporting this same course/meeting? If so, list.

Have you requested funding from anyone else for this course/meeting? (If yes, please give details of all funding sources you have approached) (Max 20 words)

How much money are you requesting? A detailed budget must be provided.
(Max 50 words)

Have you already obtained any funding towards this course/meeting? (If yes or still awaiting a response, please give details) (Max 20 words)

Who will oversee the budget & keep accounts?

Part E Follow-up

I / We, as responsible agents for this project, agree to the following 6 points:

I/We agree that all monies will be spent appropriately	
I/We agree to advise you at the earliest time if this course/meeting is delayed or cancelled	
I/We agree to provide a report to the Board of Directors of the ESC within 6 months of the end of the course/meeting	
I/We agree to present the ESC treasurer with a detailed budget at the end of the course/meeting.	
/We agree that if you need to make any significant changes to the funding of the project after it has been awarded, I/we will advise the ESC Treasurer.	
I/We agree to acknowledge the ESC as a donor in any publications and oral communications resulting from this course /meeting.	

Signed
Name

Date

Please return this form (by email) to:

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