

Per la PACE nel Mondo,
fra i GIOVANI di Paesi diversi,
con la CULTURA - Incontrarsi,
Conoscersi, Comprendersi,
per sviluppare l'Amicizia tra i Popoli.

For PEACE in the World,
among YOUNG PEOPLE of
different Countries,
through CULTURE - Meeting,
Getting Acquainted,
Understanding each other to
develop Friendship among Peoples.



APPLICATION FORM

TO FILL UP IN BLOCK CAPITAL, SEND US BY FAX OR E-MAIL WITHIN 25TH NOVEMBER 2004

(Due to organisational reasons, and in case of a great number of requests, the forms will be considered in chronological order)

“EU Fundraising Opportunities for Culture 2000: Seminar on EU Programs on Funding for benefits of the Partners of the Romualdo Del Bianco Foundation’s network”

Romualdo Del Bianco Foundation has signed a contract with Dr. Romana Krizova as an external expert in European Fundraising with respect to the aims and the activities of Romualdo Del Bianco Foundation’s network. Members of this network (universities from Western and Central-Eastern European) could apply for presentation of their proposals of cultural initiatives and evaluate with Romana Krizova and her colleagues their chances to be funded by European Commission, during a 5 days-fundraising-seminar. The seminar will be organised in Florence, as from **5th December (date of arrival) till 12th December 2004 (date of departure)**. Members of the Romualdo Del Bianco Foundation’s network are encouraged to recommend individuals or external institutions/companies to take part in this seminar.

_____ Surname	_____ First Name	
_____ Home address	_____ Town & Post Code	_____ Country
_____ University/Faculty/Institute of provenance		
_____ Address	_____ Town & Post Code	_____ Country
_____ Telephone	_____ Fax	
_____ E-mail:	_____ Web Site	

Besides, if you need VISA please specify:

(in this case, it is recommended to send the application form as before as possible the deadline, so that the Foundation’s Office could prepare the Visa in time)

_____ Number of Passport	_____ Issuing date	_____ Expiring date	_____ Date of birth
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Enrolment fees are 300 € per person, 150 € per each further participant from the same town/institution; it is recommended that there are 2 persons appointed to represent 1 town/institution of FRDB network.

A free single room will be at your disposal (on bed & breakfast basis) in a Florentine Hotel. Due to organisational reasons the seminar will be held in Vivahotel Alexander **** (Viale Guidoni n. 101, near Florence airport and highway A1 gate; further information on www.vivahotels.com).
Send your filled form to info@fondazione-delbianco.org or fax (0039 055 283260).

PAY ATTENTION:

The seminar will be held only if the number of participants will be 12 or more, till 20 and the proposals presented will be 4 or more; after the deadline, it will be promptly communicated the final number of application.

DATE:

SIGNATURE

.....

The programme of the meeting is still under definition. Any change due to the number of participants or other events will be immediately communicated. The Foundation is not responsible for any changes out of its control.

ROMUALDO DEL BIANCO FOUNDATION

Palazzo Coppini - Via del Giglio, 10 - 50123 FIRENZE - ITALIA - Tel. ++39 (0)55 216066 - Fax ++39 (0)55 283260
e-mail: info@fondazione-delbianco.org www.fondazione-delbianco.org

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SEMINAR FOR PROJECT PREPARATION FOR EU CULTURE 2000 PROGRAMME FOR BENEFITS OF FRDB NETWORK

5-12 December 2004

Florence, Vivahotel Alexander

Objectives of the training:

The training aims at enhancing participants' project ideas and transforming them into Culture 2000 project proposals outlining their objectives, partners, beneficiaries, work plan and deliverables which will be in scope with this programme.

Who may take part in the workshop: *(each of the participants must be introduced by FRDB friends and approved by the Foundation's Committee)*

- private organisations
- public bodies
- universities
- non-profit organisations
- individuals

Expected results:

Participants are expected to take **active** part in the workshop and to come with a clear project intention which will be introduced during the first day Project Round Table. The seminar is also open for those who do not yet have clear project ideas in mind but are still requested to take an active part in the training and to try to prepare initial project outlines by the end of the training week.

Before coming to the seminar participants are requested to prepare:

1. a short presentation of themselves or their organisation (5 minutes),
 - why they want to take part in the seminar and what they expect from it,
 - what is their experience with EC or national funded projects,
 - how they intend to implement the outcomes of the seminar
2. Project idea presentation (20 minutes)
 - Project objectives
 - Proposed partnership
 - Work plan
 - Deliverables
 - Time plan
 - Budget

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Training program

Summary

Minimum number of participants:	12
Minimum number of project ideas:	4
Price:	300 € per person 150 € per each further participant from the same town
Dates of the course:	5 th December (arrival) 2004 – 12 th December 2004 (departure)
Deadline for application:	25 th November 2004
Premises:	Vivahotel Alexander**** (Viale Guidoni, 87, Florence)
	How to arrive to the Vivahotel Alexander:
	– by car: Highway A1 or A11 “North Florence” Gate, about 1 km far from Florence airport, centre of Florence direction, right side of the street
	– by flight: it is suggested to take a taxi, cause Vivahotel Alexander is close the Florence Airport (5 minutes)
	– by international bus line (arrival in Piazza Adua) or by train (arrival to Santa Maria Novella Central Railway Station): then take the city bus no 22 (cost 1,00 Euro) from Piazza dell’Unità Italiana bus stop (in front of the Central Railway Station, opposite Santa Maria Novella Church), get off in viale Guidoni “Valdarno” bus stop

Daily Program

Monday, 6th December 2004 - Day 1 – Proposals presentation

1. Introduction, purposes of the seminar, round table and introduction of participants
2. Introduction of FRDB and its objectives and mission
3. Introduction of EC programs funding cultural heritage preservation, education and networking
4. presentations of project ideas by each participant and suggestions of Romana Krizova and all the other participants

Tuesday, 7th December 2004 - Day 2 – Culture 2000 programme

1. Program objectives, program main documents, deadlines
2. Evaluation criteria
3. Participants and project consortium
4. Types of projects
5. Formal part of projects – language, parts of application, submission
6. Individual application chapters with detailed explanation
7. Project management
8. Budget and co-financing, eligible and non-eligible costs, VAT
9. Outlines of concrete projects

Wednesday, 8th December 2004 - Day 3 – Project-by-project preparation – active part of all

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participants is essential

1. Project objectives
2. Proposed partnership
3. Work plan
4. Deliverables
5. Time plan
6. Budget

Thursday, 9th December 2004 - Day 4 – Project-by-project preparation – *active part of all participants is essential*

1. Project objectives
2. Proposed partnership
3. Work plan
4. Deliverables
5. Time plan
6. Budget
7. Project ideas of those whose ideas were not clear at the beginning of the training

Friday, 10th December - Day 5 – 6th Framework Programme - *Science and Society, Human Resources and Mobility of Researchers*

1. Program objectives, program main documents, deadlines
2. Evaluation criteria
3. Participants and project consortium
4. Types of projects
5. Formal part of projects – language, parts of application, submission
6. Individual application chapters with detailed explanation
7. Project management
8. Budget and co-financing, eligible and non-eligible costs, VAT
9. Outlines of concrete projects

Saturday, 11th December 2004 - Day 6 – Individual project consulting

Sunday, 12th December 2004 – Day 7 - Departure