**Application Form**

Submission to [boost@unibas.ch](mailto:boost@unibas.ch)

|  |  |
| --- | --- |
| **Project or**  **event title:** |  |

**Details of primary applicant**

(Has to be enrolled at the University of Basel)

|  |  |
| --- | --- |
| Surname, First name |  |
| Address |  |
| Telephone |  |
| Email |  |
| Current degree course and semester |  |
| ***Please enclose a copy of your***  ***valid University of Basel Student ID with the application.*** | |

**Other Team Members**

Please add further fields for each additional team member.

|  |  |
| --- | --- |
| Surname, First name |  |
| Address |  |
| Telephone |  |
| Email |  |
| Enrolled at the University of Basel (yes/no) |  |
| Current degree course and semester |  |

**Project Application:**

*Keep the application as brief as possible. The following questions will guide you through the aspects that must be addressed in the application. The project description (Section A) should not exceed two pages and can be described in key points. More information about the questions in this document can be found in the BOOST-Guidelines.*

1. **Project Description**
2. **Project team**

*Who are you? Do you already have an existing group or initiative/association? (Further details about experience, commitment, fields of study, school/job, motivation...)*

1. **Objective and Impact**

*Which goals would you like to achieve with your project? What impact do you expect from the implementation of the project? Does the project have an impact on the campus community of the University of Basel? In what respect does your project have an innovative character?*

1. **Target Audience**

*Which target audience would you like to reach with your project?*

1. **Implementation Steps**

*How will the defined objectives be achieved in the intended time frame and which steps have to be taken? Are there any obstacles (if applicable)? What do you need for implementation (e.g. material, rooms)?*

1. **Partnership:**

*Are you planning to work with specific stakeholder groups? Who do you have to involve to implement the project? Have you already met for your first discussion?*

1. **Sustainability:**

*What contribution does your project make to sustainable development, in particular to achieving the Sustainable Development Goals (SDGs)?*

1. **Time schedule**

*What is your timeline? Please use the table below for a rough timeline. Write intermediate goals in the left-hand column (e.g. finalized communication materials, completed technical evaluations, event organization, evaluation or something similar) and use shading to indicate the month in which you plan to achieve this objective in the respective month columns. Of course, months only have to be filled out for projects with longer project phases (Adjust columns according to the time span of your project).*

*The financial contributions are provided for a maximum of eight months. The objectives outlined in the application have to be achieved within this time frame.*

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| --- | --- | --- | --- | --- | --- |
| **Intermediate goals** | **MM/JJ** | **MM/JJ** | **MM/JJ** | **MM/JJ** | **MM/JJ** |
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*Further comments about the timeline: ...*

1. **Budget plan**

*A sound budget contains all significant expenses and revenues, ordered according to priorities. What financial support are you requesting for the project? Please use the table below for your rough budget plan.*

*Write the type of cost in the left hand column under expenses (e.g. printing costs, purchasing of technical equipment, costs for external service providers or something similar) and note in the right hand column the approximate monetary value. We understand that these values are still estimates at the time of project submission and are based on preliminary assessments.*

*Projects can be based on initial cost estimates which exceed the amount of funding provided by BOOST. In order to ensure the project’s implementation, financing must be secured through external funds. In this case, please indicate further requested or already secured sources of financing (e.g. sponsors, own funs), under "Revenue".*

*Please note for events: A maximum of 150 CHF will be paid by BOOST for catering. The entire budget applied for cannot be used for one program point(exceptions are possible, as long as it can be well explained how the remaining program points are financed).*

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| --- | --- |
| **Expenses** | **CHF** |
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|  |  |
|  |  |
| **Total Costs:** |  |
| **Revenues** |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Revenues:** |  |

*Further comments about budget plan:*

1. **Declaration:**

*If the project is implemented as part of the BOOST-competition, I will receive and accept the financial and professional support provided by the BOOST coordination team.*

*I agree that project-based information will be made public on* [*www.unibas.ch/boost*](http://www.unibas.ch/boost)*, should this application be successful.*

*I hereby confirm that the information I provided is accurate and that I am authorised to submit the uploaded documents. There is no right to legal action.*

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Place, date Primary applicant