

Name of Organisation		Youth Voice Network of Organisations	
Country		Albania	
<b>Preliminary Budget</b>			
<p>· Please note that staff costs equating to more than approximately 30% of the total budget would be evaluated for assurance that these are justified by the proposed activities. In addition, administrative costs should equate to no more than 10% of the grant amount requested, and be listed under 'General Operating and Other Direct Costs'.</p> <p>· Please add additional lines for each category if needed.</p> <p>· Please note that applicants invited for full project proposals will be asked for a more detailed budget.</p>			
Category	Description	Estimated cost (USD)	Budget Justification (Please explain the need for the estimated costs)
Staff and other personnel costs [1]	Project Coordinator (9Months x240USd)	2160	A project coordinator will be engage to coordinate all the project, reporting, promoting, meeting with stakeholders, etc.
	Financ Officer (9 Months x 150 USD)	1650	Finance officer will take care for financial implementation of the project in collaboration with Project coordinator.
Travel Costs[2]	In total for all project 2000 km x 0.3USD	600	In total for all the project 600 USD for transportation is necessary. Covering the cost of transportation not only for the staf, also for beneficiaries, will help the team to better implement the project.
Equipment and Furniture[3]			N.A
			N.A
Contractual Services	Activity 1.1: 4 Local facilitator (4x120)	480	Local facilitators need to be part of the project. They facilitate the process at local level due to their presence in the target ares. Before the meeting will happened , LF will have pre meeting with community leaders, institutions representatives ect.
	Activity 1.1: Photographer (2working days x150)	300	A photographer will take care to videorecording, take photos and create a video to post on social media. This will help to increase the visibility of the project.
	Activity 2.1 Experts on Creating Peer to Peer Programs (2 experts x 5 working days x120USd)	1200	Peer to peer program is a specific program and 2 experts in the field need to be engaged in order to design the program. Their expertise is needed to have the program relevant for the topics covered by the project.
	Activity 2.2 : 2 trainer for 4 days trainin in total x120 USD/day	960	2 trainer, will work together to designe the agenda for the training. One two-days training is happening in Elbasan and one two-days training is happening in Tirana.
	Activity 2.2: Social media menager (4wd x75usd/day)	600	Social media menager will feed social media chanel with post, messages and video from participants
	Activity 2.2 : Photographer (3wd x 150 USD)	600	A photographer will take care to videorecording, take photos and create a video to post on social media. This will help to increase the visibility of the project.
	Activity 3: 3 Youth Experts to select best ideas (3working days)	360	3 youth experts will be engaged to select 2 Drug prevention ideas submitted by young people.
	Activity 3: Supporting 2 Drug Prevention Initiative (2x750)	1500	Young people, selected by the experts will be contracted to implement their own ideas.
	Activity 4: Moderator for the event (1wdx120)	120	The Forum is one of the most important events of this project proposal. A moderato will lead the event in coordination with YVNO staf
	Activity 4: Guest Speaker (5 x75 USD)	375	Experts, youth worker, representatives from different institutions will be inveted to present and speak in the forum.
	Activity 4: Photographer and video editor (2wd)	300	A photographer will take care to videorecording, take photos and create a video to post on social media. This will help to increase the visibility of the project.
	Activity 5:Webdesign company for creating RAPID Platform	700	A professional company, will coordination of the YVNO staff will create the RAPID platform designed to target young people.
Supplies, Commodities, Materials[5]	IEC materials (leaflets, baner to promote the project)	600	To promote the project better and share info easily, IEC materials are necessary.
	Activity 2.1: printing cost of the Peer to peer curricula	500	The Peer to peer program, designed by experts, will be printed in 50 copies in order to share hard copies with trainees and schools and universities.
	Activity 2.2 Stationaire per trainees	300	Different materials like folders, pens, nootebooks, ect are necessary for the training process.
	Activity 2.2 Lunch and refreshment per participants (4 daysx 23 x 12)	920	Staying at least 5 h per day, the project will offer participants lunch and refreshment. This will help them to stay focused and enjoy the training.
	Activity 2.2 Training Space Rent (4 x120)	480	Without space to conduct the training is nearly impossible to implement this activity
	Activity 4: Stationaire per participants	100	Different materials like folders, pens, notebooks, ect are necessary for the the forum
	Activity 4: Rent for the Event	200	Since the forum is a High-Level event, booking a rent space is necessary.
	Activity 4: Refreshment per participants	350	refreshment for participants is necessary to to encourage networking and social cohesion.
General Operating and Other Direct Costs[6]	Bank charges	150	The fee from bank are expenses that need to be covered.
	Rent office and other administrative cost like stationary,	750	VNO has its monthly costs and rent is one of the most necessary cost to be covered.
<b>TOTAL COST</b>		<b>16975</b>	

[1] Costs for staff who will contribute directly to the implementation of the project.

[2] Costs for staff and beneficiary travel necessary to the direct implementation of the project.

[3] Costs for the purchase of equipment and furniture are generally considered ineligible in this grants programme.

[4] Costs for services delivered under contract by other entities that are necessary to the direct implementation of the project.

[5] Purchase of items that are necessary to the direct implementation of the project.

[6] General operating costs necessary to the direct implementation of the project. Please include administrative costs (no more than 10% of grant amount) here.