

Information for Project Outlines

Status: May 5th, 2022

The goal of project funding is to improve medical training and/or direct patient care in developing countries (see [OECD DAC list of countries](#)).

Prior to submission of a full application and after making contact via email or telephone, a maximum 2-page project outline written in German or English (German DIN A4 format, Arial 10 pt, single spaced) ought to be submitted. Following review of the outline by committees at EKFS, the possibility may arise to submit a full application.

Please structure the project outline as follows:

- ✓ Project title (max. 80 characters, incl. blank spaces)
- ✓ Project country
- ✓ Term of project in months
- ✓ Funding sum applied for
- ✓ Own contribution to funding
- ✓ Prior funds from EKFS (project number and funding sum)
- ✓ Brief presentation of the applying institution and partner organization (project experience)
- ✓ Name of the person authorized to represent on behalf of the applicant institutional entity
- ✓ Name of the project manager

Project description, including

- ✓ Project target and key indicators (not more than three)
- ✓ Target group(s) and beneficiaries
- ✓ Activities
- ✓ Context and relevance (regional need, humanitarian aspect, relation to healthcare sector, to national strategies and, where applicable, to other stakeholders)
- ✓ Sustainability

In addition please insert a budget overview in euros (EUR) in tabular form on page 3 and break down the budget for the financial resources applied for from EKFS as follows:

	Category	Remarks	EUR
1	Human resources ¹		
2	Travel expenses ²		
3	Project activities ³		
4	Consumables ⁴		
5	Machinery & equipment ⁵		
6	Other ⁶		
	Sum total		

Personnel costs and travel expenses for monitoring and administration must be represented separately in the Categories 1 and 2.. Please send the outline via email to antrag-humanitaer@ekfs.de. Outlines which do not comply with this form cannot be accepted.

¹ Proportion of staff positions based on a 40-hour week, term of employment in months, and areas of responsibility for the persons employed.

² Only travel and accommodation expenses can be invoiced for project staff from the applicant institution, not the costs of food and beverages or per diem allowances.

³ Event costs, formal courses of training, seminars, workshops, capacity-building, counseling supervision sessions, campaigns, sensitization, health education, mobile services, etc.

⁴ Includes consumable supplies, medications, laboratory tests and miscellaneous others.

⁵ Medical and non-medical machinery and equipment can be applied for, however only where directly necessary for the project.

⁶ Others can include space rental, office expenses, costs for electricity, internet and, where applicable, costs of renovation work, etc.