

Asia Pacific Forum on Women, Law and Development

NGO in consultative status with the Economic and Social Council of the United Nations

**Budget proposal template**

**Migration FPAR 2019 - 2021**

Please include the budget for implementation of research: appointment of a researcher from June 2019 till the submission of the final report to APWLD by end of 2020. Please include the cost of:

* Salary and related costs to employ a young woman researcher
* On costs (telephone, fax, internet etc.)
* Local travel costs
* Others (Applicants should give explanation on requested items.)

Please note that FPAR budget could not support the purchase of equipment, assets, or core organisational cost such as rental fees.

Do not include costs to attend the capacity building workshops organised by APWLD.

Please follow the standard budget format below:

Provide website link as a reference to the estimated exchange rate and date (National Bank, Official Currency Converter, etc).

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Description** | **Unit**  **USD** | **Price /unit** | **Total amount in local currency** | **Mean of verification** | **%** | **total in USD** |
| 1. Researcher salary 18 months (including benefits) |  |  |  | Contract or monthly payment slip |  |  |
| 2. Local travel and accommodation, meals related to research |  |  |  | Receipts |  |  |
| 3. Stationery including printing and photocopying |  |  |  | Receipts |  |  |
| 4. Communication cost (e.g. Internet and telephone) |  |  |  | Receipts |  |  |
| 5. Organise community meetings/ events related to research |  |  |  | Receipts |  |  |
| 6. Community researcher(s) costs/ contribution to research community |  |  |  | Acknowledge received of fund |  |  |
| 7. Documentation, translation (this is not hiring someone to write the report or photo/video documentation) |  |  |  | Receipts |  |  |
| 8. Others / Miscellaneous : please specify (e.g. bank charge, etc.) |  |  |  | Receipts |  |  |
| **Total** |  |  |  |  |  |  |

Please note that the budget for APWLD support to each research country is approximately **USD 10,000-12,000**

Please send the completed form by **12 May 2019** to

Fai@apwld.org (Please use the subject line: **Application - Migration FPAR 2019\_name of your organisation**)