

Prix Christophe PRALONG & Prix Olivier CADOT

Documents to be included in your application

1. The registration form
2. The budget

Model (provisional) budget for the project

Costs	Amount	Fundings	Amount
- Transport cost (travel to the location and transportation onsite)		- Personal contribution (self-financing, sales, relatives)	
- Accommodation costs		- Participation of the Prize ¹	
- Costs related to the purchase of materials for the project		- Participation of the local partner	
- Logistical costs of the project (petrol, communication costs, administrative costs)		- Participation of the association carrying the project	
- Other project-related costs (additional training, teaching material, etc.)		- Subsidies	
		- Financial donations	
		- Donations in kind	
Total cost		Total funding	

¹The participation of the Prize (maximum amount of 10'000.-) in the financing of the project cannot exceed 80% of the total budget. The remaining 20% comes from funds outside the Prize, and is found by the student himself.

Note: The items included in this model budget are for illustrative purposes; some are not applicable and it is possible to simplify the budget.

3. A detailed description of the project of 2-3 pages (either a. or b.)
 - a. Entrepreneurial project, humanitarian project, internship, ...
 - i. Context
 - ii. Motivation: What led you to consider this international solidarity project? What need does it meet on site? Who will be the beneficiaries? What are the expected results?
 - iii. Your involvement in the project: What preparation did you envisage before leaving? Did you meet or make contact with people who have knowledge of the field, and which ones? What skills do you think you can bring to the project? Specify your role in the development of the project.
 - iv. Local partner: What are the experiences and skills of the local partner in the field of the project? What are their usual financial supports? What links does it have with other associations or organisations (network)?
 - v. Follow-up and sustainability: What actions do you envisage on your return to enhance your project? What are the risks that would jeopardise the realisation of the project? What follow-up will be given to it on site? What are the measures to empower the project?
 - vi. Contribution of the Pralong or Cadot Prize to the feasibility of the project

- b. Academic case
 - i. A brief (few lines) but as precise as possible description of the objective of your project and its importance.
 - ii. A description (approx. 1/2 page) of the context in which your project will take place: specific problems of the region, history, etc. This description should demonstrate some knowledge of the cultural context in which you will operate.
 - iii. Local partner: What are the experiences and skills of the local partner in the field of the project? What are their usual financial supports? What links does it have with other associations or organisations (network)?
 - iv. A review (about 1 page) of what has been written on the subject. This review of the literature should show that you have been able to find and select the most significant and authoritative sources on the subject.
 - v. An explanation of your approach: how it differs from what has already been done, what method you intend to use (statistical, interviews etc.) and how you intend to exploit the data you will collect
 - vi. What results you expect.
4. A certificate of registration from your university
5. A CV (in the case of a group, one CV per person)
6. A letter of confirmation from the local partner on site proving your participation in the project
7. If applicable, an official document from the association carrying the project in Switzerland
8. For candidates registered at UNIL only: La déclaration d'engagement
9. Others relevant documents

Note: Applicants will be assessed on the basis of a written submission made by them before the deadline, according to the modalities explained above. The selection decision is not subject to appeal.