**KNOW YOUR RIGHTS: BUDGET SIMPLIFIED**

**REGIONAL TRAINING OF TRAINERS: INSTITUTE ON BUDGET POLICY AND ADVOCACY**

**SCHEDULED CASTE SUB PLAN, TRIBAL SUB PLAN & GENDER BUDGETS**

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**13-16 November 2016, Chennai**

**APPLICATION FORM**

**Section A: ORGANISATIONAL DETAILS**

|  |  |
| --- | --- |
| Name of the Organisation |  |
| Organisation Address |  |
| Telephone number |  |
| Email |  |
| Fax |  |

**Section B: AREA OF WORK**

Please give a brief detail of your organization and its work. In what capacity does your organization work on budget?

**Section C: PARTICIPANT DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No | Name | Age | Present address | Contact number | Email address |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Please describe your work in your organization. Tell us why you would like to participate in the ‘Regional training of trainers: Scheduled Caste Sub Plan/Tribal Sub Plan & Gender Budgets’

How will your organization benefit from your participation in the budget training? What are your expectations from the training?

Do you work on anything related to budget? Have you participated in any other training on budget?

Have you ever been part of the budget training conducted by NCDHR?

**Part D: How to Apply**

Send your filled in application form to training@hrf.net.in before 22nd October 2016.

The registration fee for Budget training is Rs. 20,000 per person which includes shared accommodation and food and Rs. 15,000 for non-resident participants. There will be discounts depending on the number of participants from an organisation. All participants are expected to cover their travel related expenses. Shortlisted participants will be notified by 31st October 2016.

**Fee Payment information**:

You can pay the fee either by cheque or by direct bank transfer/NEFT. We request you to drop a cheque in favour of “Human Rights Advocacy and Research Foundation” in case you are paying via cheque. Please send us the cheque /transfer details by email to [finance@hrf.net.in](mailto:finance@hrf.net.in) for tracking your payment.

**Part E: Administrative Information**

Specify if you have any food or health related requirements.

The medium of instruction will be in English. Bring your laptops for hands-on training. Participation will be on first come first served basis. Cancellations after 31st October will lead to zero refund of fee.

For any queries write to us at training@hrf.net.in (Incomplete applications will not be considered).

**HUMAN Rights Advocacy and Research Foundation**

**#54 LDG Road, Little Mount, Saidapet,  
Chennai – 600 015.  
www.hrf.net.in**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**