

Expected Budget

A) Costs of the Volunteer Lecturer

(max 4,400 EUR):

Name of the Host Institution: Associate Prof Benjamin Aina Peter

Name of the Volunteer: PROF Olabode Bamigbola

Planned duration of the Course: *1st February, 2023 to March, 2023 (4weeks)*

The online meetings will be after the visit.

Budget Item	Approx. Amount in EURO	Required invoice (otherwise CDC will not be able to ot reimburse the cost)
Flight Cost	1200 Euro	CDC needs an official invoice and all boarding tickets. The flight can be booked and paid by the IMU Secretariat.
Travel Health Insurance	104.98 Euro	Invoice is required
Vaccination Please specify	100 Euro	Invoice is required
Basic living cost (daily allowance based on living cost of the visiting country/city, This amount includes the cost for public transport and all other living costs). For a list please go here.	1500 Euro	Invoice is NOT required.
Accommodation Only guest house of the institution or a rented flat. Hotels are allowed if the hosts provides a statement that NO guesthouse or rented flat is available).	1644.82 Euro	YES! Only with a proper invoice.
Total in EURO	4549.8 Euro	

B) Complementary Funding

This includes the possibility of buying and shipping books and/or buying "online kits". The VLP complement funding can fund:

B1) Preparation of course material

Up to 1.000 EUR per approved course (receipts necessary). Can only be paid after sending the invoices to IMU Secretariat.

Budget Item	Expected cost in EURO	Required invoice (otherwise CDC will not be able to ot reimburse the cost)
Printingcost	200.00 Euro	Invoice is required
Photocopyingcost	200.00 Euro	Invoice is required
Textbooks	500.00 Euro	Invoice is required
shipment cost (if the books have to be shipped from abroad)	200.00 Euro	Invoice is required
Total in Euro	1100.00 Euro	

B 2. "Online Kit"

Possible expenses for the acquisition of material or use of services to conduct lectures entirely or partially in the online format up to 2.000 EUR (receipts necessary).

Budget Item	Expected cost in EURO	Required invoice (otherwise CDC will not be able to reimburse the cost)
Camera	500.00 Euro	Invoice/receipts required
Microphones	500.00 Euro	Invoice/receipts required
a one year license for virtual meeting platforms such as zoom	1000.00 Euro	Invoice/receipts required
Projector	500.00 Euro	Invoice/receipts required
Monitor	1000.00 Euro	Invoice/receipts required
Other	500.00 Euro	Invoice/receipts required
Total in EURO	4000.00 Euro	Invoice/receipts required

The projector or any technical equipment as listed above becomes property of the host department after the Volunteer Lecturer course.

The aim for 2. is to support activities to take place remotely and most importantly allow developing countries and its institution to stay connected and involved despite the travel restrictions.

If the institution has already received an online kit, they cannot receive the same online kit for 3 years (except the a one year license for virtual meeting platforms such as zoom)

Please note that no salary is paid to the lecturer. No assistant can be paid either.

Please sign to confirm that you have not received an online kit from CDC in the last 3 years **(except the a one year license for virtual meeting platforms such as zoom)**

 09/12/2022

Signature Host Institution