# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Heritage of Future Past

A Cultural Heritage for Inclusive Growth Project

**FAMLAB FUND**

**Annex 1: Project Plan**

**(***The Project Plan should be no longer than three A4 pages)*

**Part I: General Information**

[Name of Project]

[Name of Vietnam-based practitioner/organisation, address and contact details]

[Name of UK-based practitioner/organisation, address and contact details, if applicable]

[Project start date – end date]

[Total proposed project value and total amount requested from the FAMLAB Fund]

**Part II: Project Description**

Please provide the following information:

1. Please summarise your proposal and explain how it addresses the aims of the FAMLAB Fund and the wider aims of Heritage of Future Past? *(No more than 100 words)*

2. Describe all activities under this proposed project: what, when, how, with whom, for whom? *(No more than 350 words)*

3. List any public events or publications planned as part of the project and the number of audiences? *(No more than 150 words)*

4. Describe your expectations for the project and your vision of how this project would continue to create a lasting impact for all involved. *(No more than 150 words)*

5. How do you plan to communicate your project to your target groups and the wider audiences? *(No more than 100 words)*

*\* Please clearly specify if what you are proposing for FAMLAB Fund is as part of a larger on-going project.*

**Part III: Project Timeline**

Please clearly indicate when the proposed activities will be carried out. Use the table below as see fit:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **M.1** | **M.2** | **M.3** | **M.4** | **M.5** | **M.6** | **M.7** | **M.8** | **M.9** |
| Activity 1: | (key events/ dates) |  |  |  |  |  |  |  |  |
| Activity 2: |  | (key events/ dates) |  |  |  |  |  |  |  |
| Activity 3: |  |  | (key events/ dates) |  |  |  |  |  |  |
| Activity 4: |  |  |  | ((key events/ dates) |  |  |  |  |  |
| Activity 5: |  |  |  |  | (key events/ dates) |  |  |  |  |
| Activity 6: |  |  |  |  |  | (key events/ dates) |  |  |  |
| Activity 7: |  |  |  |  |  |  | (key events/ dates) |  |  |
| Activity 8: |  |  |  |  |  |  |  | (key events/ dates) |  |
| Activity 9: |  |  |  |  |  |  |  |  | (key events/ dates) |

*\* For projects that are planned for longer than 9 months, please contact us for advice.*

**Part IV: Project Team**

In this part, applicant should list names and provide a short introduction of all practitioners who will be involved in project implementation. Enclose their CVs and portfolios.