



#### SUBUD YOUTH CO-ORDINATORS

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# INTERNATIONAL YOUTH TRAVEL FUND

Please read the following information carefully before filling in the form in full detail.

The International Youth Travel Fund (IYTF) has been set up by the Muhammad Subuh Foundation (MSF) and the World Subud Association (WSA) to help young Subud members and the children of Subud members to travel to international Subud events enabling them to become more involved and familiarized in activities organized by the World Subud Association and its affiliated 'wings' (such as SDIA & SICA) and other parts of the organisation (such as SESI, SYAI, SIHA). All grantees will also be asked to participate actively in the event and to report after the event.<sup>1</sup>

#### THE BASICS:

- Funds are limited. There are no priorities with regard to countries, except that in the case of certain international events, priority may go towards a young person from a country of little or no representation.
- A grant from IYTF can be given once a year, though priority may go to those who have not already received a grant.
- Certain criteria need to be fulfilled, but there is some flexibility, based mainly on individual financial situations.
- Other than for exceptional reasons, applications to the fund must be made no less than six (6) weeks prior to the event. It is recommended to do so as far in advance of the event as possible, especially if invitations and visas are involved, as applications to the fund and for travel documentation often require significant amounts of time.

#### OUR EXPECTATIONS:

- Grants from the IYTF will come directly from WSA and receipts and evidence of travel expenses may be required.
- The money for the IYTF funds comes from Subud members' collective contributions across the world - the idea is to always replenish this fund so that this opportunity continues to exist for young Subud members and the children of Subud members across the world.
- There is an expectation that you consider what you can contribute to the IYTF or Subud as an organization if you receive funds from the IYTF. For example; repaying your grant over time, making a donation, serving tea after latihan for a month, cleaning your local hall, organising a social event for your group or taking an active role in your group.

#### ELIGIBILITY:

- The application can be made by a committee member, helper, or member on behalf of the applicant, or by the applicant him- or herself. In both cases, a personal and direct contact with the applicant must be established.
- Application to the fund is open to all young people in Subud from 16 to 30 years old who might otherwise not be able to attend these events.<sup>2</sup>

#### WHERE TO SEEK EXTRA FUNDING:

The IYTF will rarely fund a person's full travel costs. Individuals should also fund-raise themselves and seek assistance from National or Zonal Committees. Requests for funding for travel to national events should generally be made to National Committees.<sup>3</sup>

#### HOW TO APPLY:

Applications to the fund must be made to the International Youth Coordinators assisting with this program: Zuleika Pevec: [zuleika.pevec@subudyouth.net](mailto:zuleika.pevec@subudyouth.net) or Davina Flynn: [Davina.flynn@subudyouth.net](mailto:Davina.flynn@subudyouth.net) The funding process is coordinated by a team including the Subud Youth Coordinators, MSF Trustees, International Helpers, and the WSA Executive. Testing may or may not be necessary.

**NOTES:**

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<sup>1</sup>

Other than helping at the event, the aim is for young people to attend appropriate meetings and kejiwaan activities. The manner of reporting after the event will be determined between the IYTF team and the grantee.

<sup>2</sup> 16 – 30 years is a guideline, though the fund focuses on young people, applications to the fund could be made by an older Subud member, or an older person who has taken up studies fulltime. It is not necessary to be opened in Subud.

<sup>3</sup>This could also apply to events outside of Subud where it is deemed important that Subud Youth be represented, for example International Youth Peace Conferences, Youth Interfaith Forums, also travel to Susila Dharma projects for volunteering.

**For those applying to use IYTF for the World Congress in 2018, funds will be granted to those who are willing to volunteer on the World Congress staff team. As a staff team member you may also receive discounted meals and or accommodation.**

## **INTERNATIONAL YOUTH TRAVEL FUND APPLICATION FORM**

**PLEASE COMPLETE ALL SECTIONS, AS FAILURE TO DO SO WILL DELAY THE PROCESSING OF  
YOUR APPLICATION.**

**(Please refer to the information on pages 1&2 to assist you to complete the form).**

There are 3 sections to be completed for this application

1. Background Information
2. Motivation & Contribution
3. Personal Story

# 1.BACKGROUND

## PERSONAL DETAILS

Surname: .....

First name: ..... Subud name: .....

Address: .....

Tel: ..... Mobile: ..... Fax: .....

E-Mail Address: .....

Gender: Male  Female

Birth Date: .....

Subud Group: ..... Country: .....

..... Opened In: .....

*Not-Opened (Subud Child) Applicant:* Age: .... Parents:.....

.... Subud Group: ..... Country:

## DETAILS OF EVENT AND TRAVEL

From: .....

To: .....

For: (name of event): .....

.....

Date of event: .....

How do you propose to travel to the event?: .....

Approximate travel cost (include airfares, visa): .....

.....

Do you need an invitation to attend the event:  Yes  No

Do you need a visa to attend the event:  Yes  No

Any other specific needs, please state them here:.....

.....

.....

## SPONSORS (people who IYTF can contact for references)

Name and function of sponsor 1: .....

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.... Name and function of sponsor 2: .....

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**IYTF FUNDING POLICY**

**IYTF has a policy of partial funding of travel costs. However, applications for full funding can be considered in special cases.**

Are you applying for other funds to cover expenses of this event?  Yes  No

If yes, to whom: .....

Can you afford to pay part of your expenses, be it travel or on site?  Yes  No

If yes, how much? .....

Do you intend to organize your own fundraising event?  Yes  No

If yes, please give details:.....

**REPORTING POLICY**

**SYAI expects that if successful you will report on your experiences at this event.**

Are you able to report about your experiences at this event?  Yes  No

If yes, to whom: .....

Are you able to provide a record of this report?  Yes  No

If yes, what format will it be in (written/photograph/film/powerpoint/other)? .....

When would you be able to provide this report:

## 2. MOTIVATION & CONTRIBUTION

Please use this section to outline - in as much detail as possible - your urge and idea to contribute to Subud as an organization. Take as much space as necessary, add lines or go onto a separate page, to fully explain your idea and how you would like to make it happen in practice.

### MOTIVATION

Do you have a function in Subud:  Yes  No If yes, please state it here: .....

Are you a person taking care of an elderly or handicapped person?  Yes  No

Why do you wish to travel to the above mentioned event?: .....

.....

.....

### MY CONTRIBUTION (Financial):

Can you commit to organizing a fundraising event for the International Youth Travel Fund in the near future:  Yes  No

If yes, when do you propose to organize it and what is it likely to be? \_\_\_\_\_/\_\_\_\_\_/201\_\_

.....

.....

Can you commit to contributing an equal amount of your IYTF grant back to the IYTF in the future?

Yes  No

If yes, when do you think that you might be able to begin making payments? \_\_\_\_\_/\_\_\_\_\_/201\_\_

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### My CONTRIBUTION (ACTION = Project/Activity/Volunteering)

Type of contribution:

.....

Purpose of your action:

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.....

When this action will commence \_\_\_\_\_/\_\_\_\_\_/201\_\_

Where this action will take place:

.....

.....

Who will benefit from this action & how they will benefit:

.....

.....

.....

### 3. PERSONAL STORY

Which of the following have you included with your application?

A recent photograph of you. (JPEG or PNG format preferred. Please make it a photo of only you, or be clear which one you are.)

&

Tell us a bit about yourself and what you are hoping this event will do for you.

-OR-

A short video, 20 seconds to 2 minutes in length. This video will be of you introducing yourself, explaining your motivation for attending this event and how receiving a grant will assist you. (WMV, mp4 or avi format preferred)

Do you give permission for SYAI to use your photograph/video for promotional purposes? (i.e to inform the wider Subud community about youth activities)

Yes       No

Please send your completed application form to Zuleika Pevec or Davina Flynn at [syai.team-coordinator@subud.org](mailto:syai.team-coordinator@subud.org)

**LIABILITY:**

Through giving a grant neither WSA nor MSF will in any way be held liable for any problem that the grantee may encounter. It is the grantee's sole responsibility to make sure that they have all the legal documents necessary to travel as well as personal travel insurance and that they act within the law of any countries they travel through and the country of their destination.

**DONATING TO INTERNATIONAL YOUTH TRAVEL FUND (IYTF):**

Follow this link to make donations to the IYTF online: [Donate Now](#) or donate via your National Committee, 'earmarking' your donation for IYTF.