**HEI Funding for Promotion of Languages 2025-2026**

**Proposal Template**

A picture containing logo

Description automatically generated

Instructions:

* Please fill out the template below, detailing your proposed activity in the academic year 2025-2026 under HEI Funding.
* The tables below can be copied and pasted as needed.
* You must include activity for #ThinkLanguages Week.
* You are welcome to contact [nellie.tattersall@ppli.ie](mailto:nellie.tattersall@ppli.ie) with queries at any stage of this process.
* You will be asked to upload this document to the SurveyMonkey application form as part of your HEI Funding application.

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| Project 1 - #ThinkLanguages Week |  |
| Project 1 – Description *(Between a paragraph and 2 pages, depending on the funding requested)* |  |
| Project 1 – Expenditure – Total amount and breakdown |  |
| Project 1 – Dates dd/mm/yyyy *(Please be aware of school dates if the target audience is secondary school students/teachers)* |  |
| Project 1 – Target audience, who and how many |  |
| Project 1 - Location |  |
| Project 1 – Aim of the project and what impact are you hoping for |  |
| Project 1 – How will you promote it, including the social media accounts it will be promoted on |  |
| Project 1 – Who will be taking photos – coordinator, student ambassador or professional photographer |  |
| Project 1 – Coordinator name and email address |  |

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| Project 2 - Title |  |
| Project 2 – Description (between a paragraph and 2 pages, depending on the funding requested) |  |
| Project 2 – Expenditure – Total amount and breakdown |  |
| Project 2 – Dates dd/mm/yyyy (Please be aware of school dates if the target audience is secondary school students/teachers) |  |
| Project 2 – Target audience, who and how many |  |
| Project 2 - Location |  |
| Project 2 – Aim of the project and what impact are you hoping for |  |
| Project 2 – How will you promote it, including the social media accounts it will be promoted on |  |
| Project 2 – Who will be taking photos – coordinator, student ambassador or professional photographer |  |
| Project 2 – Coordinator name and email address |  |

Secondary School Year Dates – For Your Information

* Term starts: End of August/Beginning of September 2025
* Midterm break: Monday 27 October to Friday 31 October 2025
* Christmas holidays: Monday 22 December 2025 to Friday 2 January 2026
* Midterm break: Monday 16 to Friday 20 February 2026
* Easter holidays: Monday 30 March to Friday 10 April 2026
* Terms finishes: End of May 2026