**ATTACHMENT A**

**GRANT APPLICATION FORM**

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| GRANTEE INFORMATION |
| Name of Organization |  |
| Address |  |
| Name of Organization’s Authorized Representative |  |
| E-mail Address |  |
| UEI Number |  |
| TRN Number |  |
| Phone Number |  |
| GRANT INFORMATION |
| Project Name |  |
| Location Where Activity will be Performed |  |
| Period of Performance |  |
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| KEY PERSONNEL *(Please list key personnel and short description: e.g. Project Manager, Technical Lead.)* |
| Name | Title | Description |
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| organiZation Capability and past performance *(Please provide a brief narrative describing your organization’s mission and primary activities, and also list annual income over the past three years along with main financial contributors/funders)* |
| Organizational Background Narrative |
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| Organizational Capacity |
| Year | Annual Income | Financial Contributor/Funder |
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| Past Performance *(Please describe two major projects in which your organization was involved in the past two years, which show the organization’s expertise and ability to meet the goals of the proposed grant.)* |
| **First Project (if applicable)** |
| Project Title |  |
| Period of Performance |  |
| Location |  |
| Role of Organization (leader or partner) |  |
| Project Objectives |  |
| Project Results |  |
| Total Budget |  |
| Funding Source and Contact Information |  |
| **Second Project (if applicable)** |
| Project Title |  |
| Period of Performance |  |
| Location |  |
| Role of Organization (leader or partner) |  |
| Project Objectives |  |
| Project Results |  |
| Total Budget |  |
| Funding Source and Contact Information |  |
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| PROJECT DESCRIPTION: |
| **Background** *(Please provide brief background information on the issues and the problems that the proposed grant will address.)*  |
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| **Goals and Objectives *(****Please state the goal and its corresponding objectives to address the problems identified above.)* |
| **Goal:*** **Objective 1**
* **Objective 2**
* **Objective 3**
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| **Project Summary** *(Please provide a brief description of the proposed project. )* |
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| **Beneficiaries** *(Please describe the type and number of beneficiaries.)* |
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| **Activities** *(Please provide a detailed description of all the activities to achieve each objective. Explain the logical connection between the proposed activities and the fulfillment of objectives.)* |
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| **Expected Outcomes and Targets/Deliverables Narrative** *(What are the expected results that the**project will bring about? Please describe how data will be gathered and analyzed, and how performance will be monitored, measured, and reported.)* |
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| **Project Work-Plan and Timeline (***Please provide a summary narrative of the work-plan and timeline in addition to attaching a copy of the proposed work-plan table. Include a description of how the project will be managed and operated administratively; for example, which staff will perform certain tasks.)* |
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| **Sustainability** (*Please describe the measures you will take to ensure sustainability after the end of the grant agreement e.g. capacity building, institutionalization, etc. Please also describe how the organization will allocate its time and manage its existing commitments while also performing this project.)* |
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| Statement of Liability |
| I, the undersigned, being the person responsible in the applicant organization for this project, certify that the information given in this application is true and accurate. |
| Name |  |
| Position |  |
| Signature |  |
| Date |  |
|  |

Attachments:

*Include any necessary attachments in support of your application.*