

GRANT APPLICATION FORM

GRANTEE INFORMATION		
Name of Applicant		
Address		
Name of Applicant's Authorized Representative		
E-mail Address		
UEI Number		
VAT Number, if applicable		
Phone Number		
GRANT INFORMATION		
Grant Name		
Location Where Activity will be Performed		
Period of Performance		
BUDGET SUMMARY <i>(Please note that a detailed budget must be included in the submission)</i>		
	Local Currency	USD
Amount Requested		
Cost-share amount		
Total Budget		
KEY PERSONNEL <i>(Please list key personnel and short description: e.g. Project Manager, Technical Lead.)</i>		
Name	Title	Description
APPLICANT CAPABILITY AND PAST PERFORMANCE <i>(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)</i>		
Organizational Background Narrative		
Organizational Capacity		
Year	Annual Income	Financial Contributor/Funder

PAST PERFORMANCE *(Please describe three major projects in which your organization was involved in the past two years, which show the organizations 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	

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	

PROGRAM DESCRIPTION:
Background <i>(Please provide a brief and necessary background information on the issues and the problems that the proposed grant will address.)</i>
Goals and Objectives <i>(Please state the goal and its corresponding objectives to address the problems identified above.)</i>
Goal: <ul style="list-style-type: none">• Objective 1• Objective 2• Objective 3
Summary <i>(Please provide a brief summary of the proposed grant including objectives and outcomes.)</i>
Technical Approach/Strategy
Activities <i>(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.)</i>
Expected Outcomes and Targets/Deliverables Narrative <i>(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.)</i>

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Beneficiaries *(Please describe the type and number of beneficiaries.)*

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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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Attachments:

Include any necessary attachments in support of your application.