

SUGGESTED APPLICATION FORMAT

1. GENERAL INFORMATION**1.1 Applicant Name**

a. Legal Name:

b. Address:

c. City/Town:

d. Province:

f. Other Info. (if any):

1.2 Point of Contact

a. Last Name:

b. First Name:

c. Tel:

d. Cell:

E. E-mail

2. BACKGROUND OF ORGANIZATION**2.1 Description**

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2.2 Key Personnel

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2.3 Project Partner(s)

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2.4 Past Grants (U.S. Embassy, Department of State, Other)

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2.5 Strengths and Capacity of Organization

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3. PROJECT DESCRIPTION**3.1 Project Information**

a. Project Name:

b. Duration (months):

c. Start Date: Click here to enter a date.

d. End Date: Click here to enter a date.

3.2 Executive Summary

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3.3 Project Justification

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3.4 Project Goal and Objectives

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3.5 Project Innovation

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3.6 Project Activities

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3.7 Project Accomplishments (Milestones)

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3.8 Monitoring and Evaluation Plan

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3.9 Sustainability

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4. BUDGET

4.1 (See Attachment B: Suggested Grant Proposal Budget Worksheet to submit your Detailed Budget submission)

- **Total Funding applied for: \$ _____ (must match with Attachment B)**
- **Total Recipient share (if any)\$ _____ (must match with Attachment B)**

4.2 Budget Narratives and other Remarks (if any)

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