## **Grant Application Template**

|  |
| --- |
| **Organization Information** |
| **Name:**  |  |
| **Address:**  |  |
| **Phone No.** |  |
| **Email:**  |  |
| **Postal Address:** |  |
| **Contact Persons** |  |
| **Name (1):** |  |
| **Position:**  |  |
| **Contact Cell No.**  |  | **Email:**  |
| **Name (2)**  |  |
| **Position:**  |  |
| **Contact Cell No.**  |  | **Email:**  |
|  |  |

**Grant Activity Name/Title:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Period of Grant Execution:** From: \_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Summary** (Narrative summary of project activities, outputs and expected impact)(500 words maximum) |
| **Objectives:** (Preferably in bullets, 200 Words maximum) also Add **Theory of Change** |
| **Target Audience/Beneficiaries:**(Type and quantity)  |
| **Implementation strategy** (How to undertake activities considering scope of work / objectives defined in the call) Maximum 2500-3500 words) |
| **Expected outcomes.**(Results of the grant execution) |
| **Oversight, Monitoring and Reporting**(How grantee will manage data, monitor activities, and report progress) |
| **Project Team** (Details of staff to be engaged in the project on key positions) |
| **Risks/challenges and mitigation plan.** (100 words / Table) |
| **Expected Organization’s Learning Outcomes** (Identify the expected learning areas focusing on organization’s capacity and performance, and list down these learnings as outcome. Please note *HumAhang* will periodically measures these outcomes and may provide support to achieve the same.)    |
| **Exit strategy:** (How will participants be engaged beyond the activity, if at all) |
| **Summary of Budget:** Personnel cost: Operations cost: Program cost:CSO’s Share, if required under the RFA:  |
| **Attachments:** Grant proposal budgetWork plan matrix (showing timeline/duration, responsibilities etc.) Milestone schedule |