## **Grant Application Template**

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| **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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **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 budget  Work plan matrix (showing timeline/duration, responsibilities etc.)  Milestone schedule |