**GRANT APPLICATION FORM**

Only organizations who use this form will be considered for funding from the Grant Fund. Applicants are strongly encouraged to read and strictly follow the application guideline before filling in the form.

**Part 1: Information about the Applicant Organization**

|  |  |
| --- | --- |
| **Name of organization/group:** |  |
| **Name of co‐applicant (if any):** |  |
| **Year organization/group was established:** |  |
| **Title(s) of 2 projects implemented in the last 3 years:** |  |
| **Contact details (address, contact person, phone #, email):** |  |
| **Number of staff/members:** |  |

**Part 2: Project Description**

|  |  |
| --- | --- |
| **Title of proposed project:** |  |
| **Summary of proposal:** | Explain the project in maximum 200 words |
| **Proposed Budget:** | Total budget in EUROs |
| **Project Duration:** | Duration in months |
| **Objective of the project:** | What does the project try to change or improve? |
| **Expected result/s of the Project:** | What are tangible products or services to be delivered by the project? |
| **Human resources available for the Project:** | How many persons (program, finances etc) will be available for the implementation of the project? |
| **Partners and stakeholders of the Project:** | Communities, local government, central government agencies, private sector, academia etc |
| **Benefits to women, youth, vulnerable people:** | How are women/youth/vulnerable people involved? How will be benefit? |
| **Location of the Project** | Gewogs, dzongkhags, nationwide |
| **Sustainability of the Project:** | Can the project activities continue after the funding has been stopped? |

**ACTIVITY PLAN FORM**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Expected result 1: | | | | | | | | | | | | | |
| Activity | Activity target indicator | Activity calendar: Year ………….. | | | | | | | | | | | |
| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| 1.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2. |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Expected result 2: | | | | | | | | | | | | | |
| 2.1. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**BUDGET FORM**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Number of units** | **Cost per unit** | **Total cost (Nu)** | **Total cost (Euro)** |
| 1. Administrative costs (Maximum 10% of Total Activity Costs) | | | | |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Sub-total: | | |  |  |
| 1. Activity costs | | | | |
| **Result 1** |  |  |  |  |
| *Activity 1.1* |  |  |  |  |
| *Activity 1.2* |  |  |  |  |
| **Result 2** |  |  |  |  |
| *Activity 2.1* |  |  |  |  |
| *Activity 2.2* |  |  |  |  |
|  |  |  |  |  |
| Sub-total: | | |  |  |
| TOTAL (1 + 2) | | |  |  |
| Contributions from other projects if any: | | |  |  |
| Contributions in kind if any: | | |  |  |