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**Grant Application Exercise For PST 410**

**PROJECT TITLE:**

**Applicant Name(s):**

**Applicant Mailing Address:**

**Funding Amount Requested:**

**Geography of proposed Operation:**

**Dates of Proposed Operation**

PART 1: APPLICATION INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| Name(s): |  | Gender(s): |  |
|  |  |
|  |  |
| Residence(s): |  | Ages(s): |  |
|  |  |
|  |  |
| Email Contact: |  | Specific Fund (circle) | Y N |
| Cell Phone Contact: |  | If yes, fund name |  |
| Telephone Contact: |  |

PART 2:APPLICANT(s) BACKGROUND

***(Note prior funding and/ or project management experience)***

1. Brief Bio(s) of the applicant(s) (300 words or less per person):

PART 3:PROPOSAL CONTEXT

1. Vision Statement (250 characters or less):
2. History: (300 words or less)

PART 4: YOUR PROPOSAL

1. Problem:(400 words or less) Develop your problem further, with data and context.
2. Solution:(400 words or less)
3. What will be the primary products and/or services you offer/ provide? (200 words or less)
4. Outcomes – Internal & External: (200 words or less Internal, 400 words or less External). Bulleted answers are preferred.
5. INTERNAL
6. EXTERNAL
7. Theory of Change *(insert your own design with these categories or fill in the columns below)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Inputs | Activities | Outputs | Outcomes | Impacts |
|  |  |  |  |  |

1. First Year Work Plan *(funding disbursement for year 1 funds as noted)*

Month 0 -

*\*\*Receive 1st tranche*

Month 1 -

Month 2 -

Month 3 -

Month 4 -

Month 5 -

Month 6 -

*\*\*Receive 2nd tranche*

Month 7 -

Month 8 -

Month 9-

Month 10-

Month 11-

*\*\*Receive 3rd tranche*

Month 12-

1. Insert [GANTT Chart](https://create.microsoft.com/en-us/template/gantt-project-planner-8eab671c-2214-4ce4-b5ee-17b3ad09c5a1) For All Years For Which Funding Is Requested (if more than 1 year of funding is requested)

PART 5: BUDGET

A. Budget Worksheet

|  |  |  |
| --- | --- | --- |
| CATEGORY | ITEM DESCRIPTION | ITEM COST |
| Personnel |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Consultants and Sub-Contracts |  |  |
|  |  |
|  |  |
| Travel and Transport |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Other Direct Expenses |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Training / Education |  |  |
|  |  |
|  |  |
|  |  |
| **DIRECT COST** | |  |
| **INDIRECT COST \*** | |  |
| **TOTAL COST** | |  |

\*justify indirect rate

1. Budget Narrative

Personnel:

Consultants and Sub-Contracts:

Travel and Transport:

Other Direct Expenses:

Training / Education: