**Grantee Application Form**

**1. Summary Information**

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| **Project Title** |  |
| **Target Country** |  |
| **Target Region/City in the Country (if applicable)** |  |
| **Project Duration** |  |
| **Estimated Start Date** |  |
| **Total Amount of Funding Requested** |  |
| **Name and Contact Information (for the project’s main point of contact)** |  |
| **Name and Contact Information (for the Partner organisation, if Applicable)** |  |

**2. Project Description (Please limit your answers to 400 words for each sub-question)**

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| **Background and Problem Statement** | *Briefly describe the situation/circumstances which have led to the need to develop the proposed project. Support your arguments with primary and/or secondary research and statistics.* |
| **Relevance to the Call for Application** | *Briefly describe how your project will respond to the problem areas outlined in the request for applications* |
| **Project Description** | *Briefly describe the proposed project and main activities.* |
| **Project Objectives** | *Briefly describe the measurable objectives that relate to the project goal. Describe the changes that are expected to occur as a result of the project’s activities. Objectives should be achievable within the project’s timeframe and budget and should be specific enough to be measured.* |
| **Key Outputs** | *Briefly describe key outputs of the project (e.g., number of research outputs and thematic areas, number of provided training/discussion and thematic areas, etc.)* |

**3. Timeline**

*Provide a calendar of key activities on a monthly basis.*

**4. Risk Analysis**

*Briefly describe the main risks related to the project and provide mitigating measures.*

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| ***Risk*** | ***Mitigating Measure*** |
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**5. Project Team**

*Provide details of the key individuals responsible for the project delivery (Please provide their CVs as annexes). Add lines as needed.*

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| --- | --- | --- |
| ***Name*** | ***Position in the organisation*** | ***Role in the project*** |
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**6. Experience**

*Please describe the experience of your organisation and/or the team members in delivering similar projects. If available, give specific examples of previous projects, including the donor name, a description of the project (including outcomes and deliverables) of any similar projects the organization has implemented., duration of the project, and funding amount awarded.*

**7. The Role of the partner (If applicable)**

*Please describe the role of the partner organisation, why their participation is essential for the project, what will be specific outputs delivered by the partner.*

**8. Organisational Resilience**

*Please describe how you think the project implementation can support your organisational resilience. This may include opportunities to engage a new target group, explore a new thematic area, strengthen partnerships, and have an opportunity to influence stakeholders or any other relevant aspect considering the organisation’s background and the project focus.*

**9. Conflict Sensitivity**

*Please provide a brief analysis about what existing conflicts can impact your project implementation. Conflicts do not have to be of a military nature and can also include issues such as conflicting attitudes in society towards a marginalised group, etc. Please refer to existing research and analysis as evidence.*

**9. Gender Equality**

*Please provide a brief analysis about what is the commitment of your project to gender equality.*

**10. Do No Harm**

*How will you apply the “Do no Harm” approach based on the conflict sensitivity and gender equality analysis? Please describe how you will ensure that your interventions do not cause further harm in target community(iea s) and how you plan to consider context and existing sensitivities relevant to your project.*

**11. Sustainability**

*Please briefly describe how you will ensure the sustainability of your project after the support from IWPR will cease.*

**12. Budget Narrative**

*Please explain the project-related need for each line item in the detailed budget spreadsheet.*