GRANT APPLICATION FORM

Instructions: Please read the application guidelines carefully before filling out this form. Only applications submitted using this form will be considered for funding.

Part 1: Information about the Applicant organisation

Name of organisation:	
Name of co-applicant (if any):	
Year of establishment:	
Title(s) of 2 research projects implemented in the last 3 years:	
Contact details (address, contact person, phone #, email):	
Number of staff/members in the organisation:	

Part 2: Project Description

Title of the proposed research project:	
Summary of the proposal:	
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:	
Human resources available for the project:	*(Indicate the number of personnel involved - program, finance, etc.)*
Partners and stakeholders of the project:	*(Communities, government agencies, private sector, academia, etc.)*
Benefits to women, youth, and vulnerable people:	*(How are these groups involved and benefited?)*
Location of the Project:	*(Gewogs, Dzongkhags, or Nationwide)*
Sustainability of the Project:	*(Can the project activities continue after the funding has been stopped?)*
Project Risk Management Plan:	*(Identify potential risks and mitigation strategies)*
Monitoring and Evaluation Plan:	*(Describe methods and tools for tracking project progress and outcomes)*

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)				
Office utilities				
Consumables				
Staff costs				
…				
….				
Sub-total:				
2. 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:				

Declaration: We hereby confirm that the information provided in this application is accurate and complete. We understand that incomplete or incorrect information may result in disqualification.

Name & Signature of Applicant: _____ **Date:** _____

Name & Signature of Co-applicant (if any): _____ **Date:** _____