# BRPID Application Form 2019

To be returned to sdl@graduatewomen.org by **15 February 2019.**

**Section 1**: Organisation Information: Please fill in the information below.

1. National federation or association (NFA):
2. Year of GWI Affiliation:
3. Number of members in good standing (i.e. dues fully paid):
4. Name and position of the person submitting this 2019 project:
5. Email:
6. Telephone:
7. Skype ID: (please include if you have a Skype account):
8. Project team:

Please list three people from your NFA who will be directly involved in carrying out the proposed project. Provide information for each of these people in the box below. \*\*It is very important the we have an accurate email address for each person on your project team\*\*

|  |
| --- |
| Staff/Board/Volunteer Name: |
| Address | Position | Role in Project |
| Email | Telephone | Skype ID |
| Staff/Board/Volunteer Name: |
| Address  | Position | Role in Project |
| Email | Telephone | Skype ID |
| Staff/Board/Volunteer Name: |
| Address | Position | Role in Project |
| Email | Telephone | Skype ID  |

**Section 2**: The Project

1. Name of the project:
2. Is this a new component/extension of an existing project please state here:

YES NO 

1. Situational analysis and need statement:

(Brief situational analysis and problem statement including what evidence there is for the proposed intervention? Use statistics, survey information, community stories and/ or other sources of data that you have available)

1. Main aim or goal (purpose) of the project:

 (What is the project aiming to achieve?)

1. Main objectives of the project:

(Objectives should be Specific, Measurable, Actionable, Realistic and Time-bound - SMART)

1. Briefly describe the proposed project and what you will do to address the need stated in C above.
2. If you are expanding an existing project, what is the main aim of the new component/extension of the existing project:

(What is the new component/extension of the project aiming to achieve?)

1. Assumptions and risks of the project:

(What external conditions must be met to obtain the expected results? What are the problems you might face before or during the implementation of the project? What can you do to minimise these risks?)

1. Technical assistance needed for development implementation and/or evaluation:

(Will you need any technical assistance for the development, implementation and/or evaluation of this initiative e.g. Capacity Building, technical assistance from GWI Project Committee, external organizations or individuals?)

1. What publicity do you intend to give to your project?

(Website, media, social media etc. during the project’s lifecycle)

**Section 3**: The Community

1. Where will the proposed project take place?

*(Include the name and basic geographic information about the target community)*

1. Who will benefit from the project?

(Briefly describe the main target groups with whom you will be working, including the number of people to be reached)

1. Community Engagement – Planning: How was the local community involved in planning the project? *(Describe how you involved women and girls in the community to identify needs and develop the project plan)*
2. Community Engagement – Implementation: How will you involve the community during implementation of the project*? (Briefly describe how you will involve girls and women, local leaders, men and boys, other organisations, etc. in the implementation).*
3. Involvement and role of the national federation or association (NFA) and its members:

(How will the NFA and its members be involved in the development, implementation and evaluation of the project? What will their roles be?)

1. Partnerships

(Who else will be involved in the development, implementation and evaluation of the project? Will there be other partners e.g., other NGOs, consultants, external staff? What will their roles be?)

1. Continuation of project benefits post funding:

(How will the benefits of the project continue after funding ends?)

**Section 4**: Project Timeline

Your project must begin once you receive funding from GWI (approximately June 2018).

1. What is the duration of your project?

(Give starting date and finishing dates. Please note that BRPID funding covers a maximum period of twelve months).

1. Description of the main strategy/strategies and key activities:

(How will your purpose be achieved? Provide an estimated timeframe with beginning and ending dates, and a brief description of your key activities. If your project includes skills training, include information on who will conduct the training and the length of the training. If your project includes manufacturing or other large-scale income generating activities, include information about your business plan, target market and other key details)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2019** | **Action/Activity/Events** | **Deadline** | **Responsibility** | **Deliverable** |
| June |  |  |  |  |
| July |  |  |  |  |
| August |  |  |  |  |
| September |  |  |  |  |
| October |  |  |  |  |
| November |  |  |  |  |
| December |  |  |  |  |
| **2020** | **Action/Activity/Events** | **Deadline** | **Responsibility** | **Deliverable** |
| January |  |  |  |  |
| February |  |  |  |  |
| March |  |  |  |  |
| April |  |  |  |  |
| May  |  |  |  |  |
| June |  |  |  |  |

**Section 5**: Measurement and Evaluation

1. Anticipated measurable results of project:

(What specific, measurable and time-related results do you expect to achieve, within six months and within twelve months? How will you gauge the project’s success?)

1. Replicability and scalability of the project:

(Can the project be replicated in other countries easily? Can it be scaled up in your own country and in other countries?)

YES NO Please describe how

1. Procedures for monitoring the implementation and evaluation of the project:

(How will you monitor the implementation of the initiative and evaluate whether it is successful?)

**Section 6**: Project Budget

1. Budget estimates (please note that funding will not be given for professional salaries, gifts or honoraria to staff/NFA members/other beneficiaries of the project or office rental)

| **Budget Item No.** | **Description of expenditure** | **Total Amount in local currency**  | **For Office Use:****Amount in CHF** |
| --- | --- | --- | --- |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
|  | **TOTAL** |  |  |

Total expenses in local currency: \_\_\_\_\_\_\_\_\_\_\_

Additional sources of funding amounts (e.g. NFA contribution, contributions from partner organisations, grants): \_\_\_\_\_\_\_\_\_\_\_

**For Office Use:** Currency Used: \_\_\_\_\_\_\_\_\_\_\_ Exchange Rate to CHF: \_\_\_\_\_\_\_\_\_\_\_\_

**Section 7**: Virginia Gildersleeve International Fund (VGIF)

**Please note:**

Virginia Gildersleeve International Fund (VGIF) is one of the donors who underwrite the costs of the Bina Roy Partners in Development Programme. All applicants must meet VGIF grant criteria; failure to do so will result in a demand to return the funds and a disqualification from applying for future applications. Please answer as relevant below:

• VGIF requires the assurance that GWI and its members do not have any dealings with terrorists or promote any particular political agenda. Thus we ask you to confirm in writing that your NFA does and will not deal with any individuals, entities or groups subject to OFAC (the United States Office of Foreign Assets Control) sanctions or any other persons known to the grantee to support terrorism or to have violated OFAC sanctions.

 I AGREE / I DO NOT AGREE

• Your NFA must undertake not to use any of the funds supplied by GWI through the BRPID programme to attempt to influence specific legislation through either direct or grassroots lobbying, campaigning on behalf of any candidate for public office or through any specific voter registration drive conducted in favour of a particular candidate or group of candidates.

 I AGREE / I DO NOT AGREE

• As GWI promotes the projects it supports to its stakeholders, donors and the general public, you will need to agree that any photos, videos or quotes submitted to GWI as part of your mid-term and final reports can be used, royalty-free, by both GWI and its donors in any of its online or printed materials.

 I AGREE / I DO NOT AGREE

***Place/date: Signature:***

*Thank you for your submission and we look forward to receiving your project application.*