APPLICATION FORM

*This template will be used to submit proposals for funding. Completing the results framework will help define a good project. The objective is to keep concepts simple and comprehensive. Please substitute the text in italics with your text. [Remove this section before submitting your specific project.]*

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| 1. **PROJECT INFORMATION** | |
| **Date of Application Submission:** | **Project No:** |
| *Date* |  |
| **Project Name** | **Estimated Dates** |
| *Name of project/programme* | *Estimated start and end dates.* |
| **Name of Service Provider/Implementing Partner** | **Contact Person** |
| *Name and contact details of organisation.*  *Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | *Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **Previous support from Scatec** | |
| *Have you previously received support from Scatec or another IPP? Please provide details.*  *Choose an item.* | |
| **Organisation Information** | |
| *Please provide a brief description of your organisation & list any completed projects.* | |
| **Project Description** | |
| *Please provide a summary of the proposed intervention, purpose, and objectives.* | |
| **Project Category** | *Choose an item.* |
| **Total Budget** | *Please attach a detailed cost breakdown.* |

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| 1. **DETAILED PROJECT DESCRIPTION** | |
| **Problem Statement** | *What is the challenge/problem/need you are trying to address with this intervention? Why is this project important?* |
| **Objective(s)** of this intervention | *What is the objective of this intervention e.g.,* ***impact*** *the intervention is aiming to achieve?* |
| **Baseline Data** | *How was baseline data collected for the project?* |
| **Activities** of this intervention | *Please provide a detailed list of activities to be undertaken as part of this project.* |
| **Expected results** | *Please outline the key* ***outputs*** *and* ***outcomes*** *of the intervention.* |
| **Stakeholders** | *Please provide a list of stakeholders related to the project e.g., local municipality, departments, community members, partner organisations.* |
| **Beneficiaries** | *Please list the intended beneficiaries (direct and/or indirect). How will they benefit?* |
| **Project Management** | *How is the Project going to be managed?* |
| **KPIs (Impact Objectives)** | *List of specific KPIs that the project will be monitored against.* |
| **Financial Support** | *Is there any other organisation/IPP supporting this project at the moment?* |
| **Risk Management Strategy** | *Examples of risks: Retention strategy, Community disinterest, Intervention effectiveness.* |
| **Sustainable Exit Strategy** | *Please detail the sustainable exit strategy.* |

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| 1. **IMPLEMENTATION PLAN AND TIMELINE** | | | | |
| **Implementation Period** | **Start date:** | *Date* | **End date:** | *Date* |
| **Timeline** | **Budget** | | **Planned activities** | |
| *Dates from-to* |  | |  | |
| *Dates from-to* |  | |  | |
| *Dates from-to* |  | |  | |
| **Total Budget** | *Total budget* | | | |

**Attachment 1: Results Framework**

**Instructions:** *Describe the intended outputs, outcomes, and impact of the intervention.* ***Impact*** *refers to the overall objective or long-term effects produced by the project.* ***Outcomes*** *refer to specific objectives or short/medium-term effects of the project.* ***Outputs*** *refer to specific activities/outputs of the project. Please complete the Baseline column to indicate what you are monitoring against.*

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|  |  |  | **Indicator data** | | | |  |  |
| **Level** | **Expected result** | **Indicators** | **Baseline**  **Y0** | **Target**  **Y1** | **Target**  **Y2** | **Final target**  **YX** | **Data source of verification** | **Comments** |
| **Impact** |  |  |  |  |  |  |  |  |
| **Outcome 1** |  |  |  |  |  |  |  |  |
| ***Output 1.1*** |  |  |  |  |  |  |  |  |
| ***Output 1.2*** |  |  |  |  |  |  |  |  |
| **Outcome 2** |  |  |  |  |  |  |  |  |
| ***Output 2.1*** |  |  |  |  |  |  |  |  |
| ***Output 2.2*** |  |  |  |  |  |  |  |  |
| **Outcome 3** |  |  |  |  |  |  |  |  |
| ***Output 3.1*** |  |  |  |  |  |  |  |  |
| ***Output 3.2*** |  |  |  |  |  |  |  |  |

**Attachment 2: Gantt chart template, *optional* tool for Implementation Plan/Timeline/Deliverables**

**Instructions:** *Describe the activity in the left column, then shade the corresponding boxes to indicate the timeframe of the activity. If needed, please change the date columns to match your project’s needs (e.g., use weeks or quarters, start in an alternative month, etc.) and add extra lines and columns.*

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| **Activities** | *Month* | **Jan** | | | | **Feb** | | | | **Mar** | | | | **Apr** | | | | **May** | | | | **Jun** | | | | **Jul** | | | | **Aug** | | | | **Sept** | | | | **Oct** | | | | **Nov** | | | | **Dec** | | | |
| *Week* | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 4 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
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**Comments:** [if needed]