

**Project Application for Funding by the Canada Fund for Local Initiatives (CFLI)**

*All text in blue is for assistance in filling out the form. Please delete blue writing and replace with project proposal information. Please expand boxes as necessary.*

**PROJECT IDENTIFICATION**

|  |  |
| --- | --- |
| **Descriptive project name:** | *(Example: Strengthening democratic participation of women in Country X elections with information workshops and a Mock Parliament)* |
|  |
| **Location of proposed project:** | Location: |
|  | City/Village: | District: |
| State:  | Country: |
|  |
| **Applicant organisation/group:** | Name: |
| Contact person: | Title/Function: |
| Phone: | Fax: |
| Email: | Website: |
| Address: |
|  |  |
| **Brief description of the applicant organization/group**: | *e.g. date of establishment of the group, mandate, membership, etc.* |
|  |  |
| **Type of organization/group:****(please check ONE)***(Please check one type.)* | [ ]  Local non-governmental, community and not-for-profit organizations.[ ]  Local academic institutions working on local projects. [ ]  International, intergovernmental, multilateral and regional institutions, organizations and agencies working on local development activities.[ ]  Municipal, regional or national government institutions or agencies of the recipient country working on local projects.[ ]  Canadian non-governmental and not-for-profit organizations that are working on local development activities. |

**PROJECT NARRATIVE**

|  |  |
| --- | --- |
| **Explanation of the project:** | * What is the purpose of the project? What are the main activities of the project (in point form only)? Actions to be undertaken to gain outputs?
* What will the project achieve, i.e., what are the immediate expected results of the project? What changes are directly attributable to the project activities?
* Over what period of time will the project be implemented?
* Are there any major risks of which you are aware that could affect the successful implementation of the project? How will they be reduced?
* Other features of the project which you consider important.
* Describe any possible environmental impacts or benefits the project might have.
 |
|  |
| **CFLI Priority:***(Please check ONE)* | [ ]  Championing inclusive and accountable governance, peaceful pluralism and respect for diversity, and human rights.[ ]  Promoting gender equality and empowerment of women and girls.[ ]  Addressing climate change and enhancing environmental sustainability.[ ]  Stimulating sustainable and green economic growth;[ ]  Promoting stability and security. |
|  |  |
| **Origin and Context:** | Describe the region and community where the project will be implemented and the reason motivating the request for assistance. |
|  |  |
| **Beneficiaries and Participants:** | * Who will benefit from the project and how will these benefits be realized? (Total number of recipients and number of women/children.)
* Were the beneficiaries involved in the decision to seek funding and the planning and design of the project? If so, how?
* How and to what extent will the beneficiaries participate in the implementation of the project?
* When the project has been completed, what will their future participation be?
* List the names of the members of the local committee responsible for submitting this proposal along with their functions and responsibilities.
* List the names and responsibilities of the key individuals to be involved in the implementation of the project.
* How have you considered the differential impact this project will have on women and men, boys and girls in the community?
 |

|  |  |
| --- | --- |
| **Summary Project Budget:** | $CAD *(total requested funding in Canadian dollars)* |

Show the proposed budget by type of activity and who would contribute to each activity. *(A sample format follows)*

|  |  |
| --- | --- |
| **Type of activity** | **Contribution by:** |
|  | **Canada Fund $CAD** | **Recipient(s) $CAD** | **Others\* $CAD** | **Total $CAD** |
| Services |  |  |  |  |
| Training |  |  |  |  |
| Equipment |  |  |  |  |
| Construction |  |  |  |  |
| Administration expenses |  |  |  |  |
| Others (specify) |  |  |  |  |
| Total |  |  |  |  |

\* Specify source of, and reason for, other contributions.

|  |  |
| --- | --- |
| **Past Experience:** | * Describe any (relevant) projects already implemented by the community, including the source of funding, the means of execution, and the results.
* Give information on any previous projects supported by the Government of Canada - when was the project funded, for how much, what Program or Department, whether the project was successfully completed.
 |
|  |  |
| **Proposal prepared by:** | Name: |
| Position: |
| Signature:*(More than one signature may be given, if desired.)* | Date: |

Proposals should be submitted by email to: **cfli@kcsfoundation.org**

**Please submit 1 signed PDF version and 1 unsigned Microsoft Word version.**

Proposal submissions **must** reach the KCSF Foundation on **Tuesday, September 13, 2016 by midnight.**