**Annex A - IOM Technical Application Template**

**Call for Proposal:**

**Project Data Table**

|  |  |
| --- | --- |
| Geographical coverage: | *(Governorates, District and communities of implementation)* |
| Executing Agency: |  |
| Partner Agencies: | *(Fill in if applicable)* |
| Beneficiaries: | *(targets and type of beneficiaries – IDPs, returnees, host communities disaggregated per gender and age)* |
| Duration: | *(including start and end date)* |
| Total Budget: | *(in USD)* |

**Project Summary**

*Highlight project main objectives, activities, and beneficiaries targeted. Max 200 words.*

**Grant Justification**

*Justify why your organization is best placed to deliver this project. Explain the value added by your organization (e.g. geographical presence, specific expertise etc.) Max 200 words.*

**Needs Assessment**

*Explain the specific needs of the target group(s), and include any useful market assessment findings. Max 400 words.*

**Activities Description**

*Describe type of activities, number and type of beneficiaries targeted, duration of each activity, location of implementation (name of community, venue/infrastructure where the activities will take place), if there any partners/subcontractors and what is their role in the activities. Also, explain how these activities will contribute to achieve the project objectives, meet the identified needs and ultimately to enhance social cohesion within the community of implementation.*

**Monitoring**

*Describe how you are planning to monitor the activities and what monitoring tools and techniques will be used to monitor the progress towards the results achieved. Please provide samples of templates/forms that you are planning to use for monitoring purposes, as well as to evaluate the impact of your project acitvites. Max 150 words.*

**Capacity Building Needs**

*List any areas that your organization would benefit from capacity building, through training, skills transfer, or other development opportunities. This does not have to be factored into the budget. Max 150 words*

**Workplan**

| *Activity* | *Month 1* | | | | *Month 2* | | | | *Month 3* | | | | *Month 4* | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Week 1* | *Week 2* | *Week 3* | *Week 4* | *Week 1* | *Week 2* | *Week*  *3* | *Week*  *4* | *Week 1* | *Week 2* | *Week 3* | *Week 4* | *Week 1* | *Week 2* | *Week 3* | *Week 4* |
| *(Example) Preparations of Focus Group Discussion* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *(Example) FGD on peacebuilding* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| (add) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| (add) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

NOTE: The Red Text is provided only as an example. Please delete this when you complete with your own organization’s activities.

**List of relevant past projects**

*Fill the table below with all required details (please include at least three projects):*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Title | Project start and end date | Project funding (in USD) | Donor | Brief summary of main activities |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

NOTE: It is advantageous to include more projects under this section if your organization has more than three

**Budget (please fill Annex B)**