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**PROJECT PROPOSAL**

**Global Influencing Grant (€25,000 to €500,000)**

**PROJECT OVERVIEW**

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| 1. Title of the project (max. 40 characters) |
| 2. Name of the (lead) applicant organisation |
| 3. Short project summary (max. 300 words) |
| 4. Project Budget |

Registration Information (of lead applicant):

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List the consortium partners (if there are no other organisations included in this project, please explain why not)

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*Nothing about us without us* is a strong guiding principle for Voice. Therefore, we will be focusing this call on southern-based organisations that are already target group-led. This usually means that the Governing Board, Advisory Board or the Management Team has people who self-identify as a target group member that the organisation represents. Please describe below how your organisation (or the lead applicant if the application is in consortia) is target-led.

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**Needs/Problems Analysis**: Tell us the issues faced by the target group(s) you work with that you wish to address with this project, especially in regard to access to resources, services and to participate in decision making. Please specify what change you wish to influence.

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**Project details**

**Project Activities, Outputs and Outcome**

(in addition, please provide an activity plan and project log frame provided below)

List and describe Activities and state which consortium partner is responsible for which activity

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List and describe Project Outputs

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List and describe Expected Outcomes

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Tell us how you developed this project. How do you interact with the target group and plan your activities with them?

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**Risks** **Assessment and Mitigation:**

Describe the risks that could limit the success of the project and your plans to mitigate this risk

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|  | **Risk** | **Likelihood**  **(L-low, M-medium,  H-high)** | **Mitigation Strategy** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| Etc. |  |  |  |

**Monitoring/Reporting:**

This section is for you to describe how you will keep track of your project. How will you know that the activities are successful? Describe the expected output/effect/product of the activities.

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**Additional Comment:**

Use this section to make any additional comment about your proposal. Please also make comment on any perceived requirement that you may have for capacity building and technical assistance.

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**ORGANISATIONAL BACKGROUND** (this section should be provided by each consortium partner)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Goal of the Organisation

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The main programmes or activities

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Annual Budget (of each consortium partner)?

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What is your most proud achievement?

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What does your organisation do (or has done) differently?

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What is a strength of your organisation and how did you achieve this capacity?

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Tell us how you develop your activities. How do you interact will the target-group and plan your activities with them?

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Explain why your organisation qualifies to do the work you are proposing. Also, please list people who will lead and carry out the work and their qualifications

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How this project fits within your organisation’s mission, vision and strategic plan

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Size of your organisation and the total number of full-time and part-time employees including a breakdown by gender

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Provide your organisation’s Board of Directors or similar governing body, the names, and contact information for the Board Chair or President and other members. In addition, provide information on how often the board meets in the last two years.

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International links and links with other local organisations

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Previous projects and activities of the applicant organisation

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Contact details of previous and current donors, if applicable

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| **Table A: Annual Work Plan with Summary Activities, Inputs and Expected Results** | | | | | | | | | | | | | | |
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| **Description of Activities** | **Inputs Required** | **Timeframe (months)** | | | | | | | | | | | | **Expected Results** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
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| **TABLE C: Governance and Reporting Requirements** | | | | | | | | | | | | |
| **Milestones (or Key Achievements)** | **Project Life Cycle (months or weeks)** | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| **Milestone 1: 25% of Contract**  Production of agreed Work Plan and Final Budget. | √ |  |  |  |  |  |  |  |  |  |  |  |
| **Milestone 2 (3,4...): % of Contract**  Progress Report submission  (Agreed key achievements) |  |  |  |  |  |  |  |  |  |  |  |  |
| **Final: 10% of Contract**  Final Project Report submission |  |  |  |  |  |  |  |  |  |  |  |  |
| * Milestones will be paid for key achievements completed. * The 1st Milestone payment will be paid upon award of the contract and completion of a fully costed Work Plan (to the total contract value) which must be agreed by Voice * Milestone payments will be an agreed % of the total contract value depending upon activities to be completed as per the agreed work plan * Milestone payments 2 (3, 4...) will only be paid upon acceptance of Progress Reports of previous milestones by Voice * The applicant should propose milestone payment timeframes in the chart above with a √ (tick) ensuring it aligns with the proposed Work Plan and timeframes at Table A above. | | | | | | | | | | | | |

**Logical Framework (Logframe)**

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|  | **INTERVENTION LOGIC** | **INDICATORS OF ACHIEVEMENT** | **SOURCE OF VERIFICATION** | **RISKS / ASSUMPTIONS** |
| **Goal**  **(Principal Objective)** | Identify the principal objective |  |  |  |
| **Specific Objective** | It should address the core problem | Indicators have to be SMART (Specific, Measurable, Achievable, Relevant) | For each indicator, establish and describe the source of verification | Which factors and conditions outside the partner’s responsibility are necessary to achieve the objective. |
| **Expected results** | Enumerate them | What are the indicators to measure each result | What are the sources of information for these indicators? | What are the external conditions must be met to obtain the results? |
| **Activities** | Key activities in sequence to produce the expected results | Means:  e.g. personnel, goods, training, services | Sources of information.  Costs can be included in the budget per activity | What pre-conditions are required before the operations starts? |