**PROJECT PROPOSAL**

|  |  |
| --- | --- |
| **Project title** | *The title cannot be longer than two lines. It needs to contain a concise synthesis of the content of the project (and the place of implementation if possible).* |
| **Project location** | *Inserted in the following order: districts, city, governorate, country* |
| **Project duration** | *Duration in terms of months the project will run* |
| **Project budget:** |  |
| **Bank details** | Name of bank:  Address of bank:  Name of bank account holder:  Bank account number:  Currency: |
| **Name and address of organisation** | Name:  Address:  Email:  Telephone number: |
| **Contact information** | Full Name:  Address:  Position:  ID Number:  ID Type:  Email address:  Phone number: |
| **Stakeholders and partners in this project** | Name:  Address:  Email:  Phone number:  Name:  Address:  Email:  Phone number:  Name:  Address:  Email:  Phone number:  Name:  Address:  Email:  Phone number: |

**General information:**

**Background About the project**

Background information on the location and short justification of the project (description of the actual situation and importance of the project/needs analysis and required interventions/activities and how are they going to solve the problem/issues). If available name other projects implemented in the area currently or during the past years (If possible), name other supporting and cooperating organisations. The most important point here is to explain the problems in the location in order to make clear why the project is supposed to be implemented there.

**Project goal:**

………………………………….

**Project objectives:**

………………………………….

………………………………….

………………………………….

**Outcomes:**

Write a concise paragraph on how these objectives will be achieved and what would be the ultimate outcomes of the project.

**Project activities:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **NO.** | **Activity**  Title, type of activity (training, campaign, film), content... etc. | **Output(s)**  (results of each activity) | **Duration**  (days) | **Time**  (from – to) | **Place**  (Platform / face to face / virtual) | **NO. of participants** | |
| Male | Female |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |

**Risk assessment:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Expected risk** | **Level** | | | **Mitigation Measures** | **Notes** |
| Low | Medium | High |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Annexes:**

* Project workplan.
* Budget.
* Certificates of completion (Build Up and British Council courses).