*\*Please do not modify this template*

|  |  |
| --- | --- |
| **1. Organizational Information (Lead Applicant):** | |
| **Organization name:** |  |
| **Project information** | |
| **Project related component(s)**  *Please select the subcomponent(s) your project will be focusing on* | Public Information and Awareness Services – Subcomponent 2.1  Enhancing Capacity to Deliver Counselling Services - Subcomponent 2.2 |
| **Project Target Area(s)**  *Please describe the project target area(s) including on poverty headcount.*  *Please refer to the criteria in the Subgrant Guidelines and add as many areas as needed.*  *Please also specify which component will be implemented in each area.* | **Area #1**  [XXXX] Province  [XXXX] District – Poverty headcount of the district [XX]%  [XXXX] Village  Component [XX]  **Area #2**  [XXXX] Province  [XXXX] District – Poverty headcount of the district [XX]%  [XXXX] Village  Component [XX] |
|  | |
| **II. Organizational Capacity and Suitability Assessment** | |
| Is your organization registered?  *Please submit a proof of registration* | Yes  No |
| If you apply for Subcomponent 2.1 - What is your experience in working on awareness raising in relation to natural resources and land related rights?  *Please provide details on relevant past projects and other relevant experience*  ***Max 25 lines*** |  |
| If you apply for Subcomponent 2.2 - What is your experience in working on legal counselling/legal aid provision?  *Please provide details on relevant past projects and other relevant experience*  ***Max 25 lines*** |  |
| What experience does your organization have working with women and/or ethnic groups.  *Please be specific and factual*  ***Max 15 lines*** |  |
| Do you have presence in the above-mentioned target area(s) | Yes  How long have you been working in this area?  [XXX] Months - [XX] Year(s)  No |
| What is your relationship with Local Authorities, including mass organizations in the target area(s)?  *Please be specific and factual*  ***Max 10 lines*** |  |
| Is your project intended to be covered by an existing MoU?  *Please provide short explanation*  ***Max 5 lines*** | Yes  No |
| Please list past experience with projects of similar focus and/or size  ***Up to 3 examples***  ***Max 15 lines per example*** | Example #1  Title of the project:  Donor:  Total budget:  Short description of the Main objectives and Achievements: |
|  | Example #2  Title of the project:  Donor:  Total budget:  Short description of the Main objectives and Achievements: |
|  | Example #3  Title of the project:  Donor:  Total budget:  Short description of the Main objectives and Achievements: |
| If available, please provide the previous three years of financial statements (audited if possible). |  |

**I hereby certify the information provided above is true, complete and correct and that my organization has suitable capacity and experience to adequately and effectively manage the proposed Sub-Grant and its related budget.**

**Name Signature**

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If you are submitting a proposal in partnership with another organization, please fill the section below for the co-applicant.

|  |  |
| --- | --- |
| **I. Organisational information (co-applicant)** | |
| **Organization name:** |  |
| **Address of Organization:** |  |
| **Contact Name and Title:** |  |
| **Email:** |  |
| **Phone Number:** |  |
| **Website:** |  |
| **Facebook (if available):** |  |
| **Is your organization: \_\_\_\_\_ Lao NGO \_\_\_\_\_\_\_\_\_\_\_\_\_ INGO** | |

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| --- | --- |
| **II. Organizational Capacity and Suitability Assessment** | |
| Is your organization registered?  *Please submit a proof of registration* | Yes  No |
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| If you apply for Subcomponent 2.2 - What is your experience in working on legal counselling/legal aid provision?  *Please provide details on relevant past projects and other relevant experience*  ***Max 25 lines*** |  |
| What experience does your organization have working with women and/or ethnic groups.  *Please be specific and factual*  ***Max 15 lines*** |  |
| Do you have presence in the above-mentioned target area(s) | Yes  How long have you been working in this area?  [XXX] Months - [XX] Year(s)  No |
| What is your relationship with Local Authorities, including mass organizations in the target area(s)?  *Please be specific and factual*  ***Max 10 lines*** |  |
| Is your project intended to be covered by an existing MoU?  *Please provide short explanation*  ***Max 5 lines*** | Yes  No |
| Please list past experience with projects of similar focus and/or size  ***Up to 3 examples***  ***Max 15 lines per example*** | Example #1  Title of the project:  Donor:  Total budget:  Short description of the achievements: |
|  | Example #2  Title of the project:  Donor:  Total budget:  Short description of the achievements: |
|  | Example #3  Title of the project:  Donor:  Total budget:  Short description of the achievements: |
| If available, please provide the previous three years of financial statements (audited if possible). |  |

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**Name Signature**

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