



ANONYMOUS HOPE FUND

Application Form for Organisational Grant Proposals and its Review Mechanism

ANONYMOUS HOPE FUND

Please print and fill out this application form provided you meet the requirements below.

1) Criteria for CSO selection:

- a) CSO must be based in countries where we work listed on our official website (www.ahfgrants.com)
- b) Experience of CSOs in conducting monitoring, legal analysis, report drafting, advocacy, and the organization's potential to make useful contributions to the review process and follow up activities;

* Other elements such as diverse, geological and professional backgrounds of the CSO, gender, ethnic and social diversity will also be considered in the final selection of grantees.

2) Only Civil Society Organizations (CSOs) can apply. CSOs are defined as not-for-profit organizations including Non-Governmental Organizations (NGOs), community groups, trade unions, indigenous groups, charitable organizations, faith-based organizations, professional associations and foundations. Profit making organizations will not be eligible.

3) Please note that only one grant of up to USD 300,000 for registered Organizations and USD 50,000 only for unregistered Organizations can be awarded per selected CSO.

4) Due to the limited number of grants, priority in the selection process will be given to CSOs which have not yet received an Anonymous Hope Fund grant before.

5) For unregistered CSOs please attach a letter from a local government council body confirming the existence of the Organization.

6) Scan filled form and return to the following email address submit@ahfgrants.com in a PDF or Word format.

CHECKLIST

Please make sure your application satisfies all the criteria specified in the checklist below.

	YES	NO
Duly completed applicant information		
Duly completed project information		
Duly completed logical framework		
Duly completed work plan		
Proposal budget		
Complete bank information provided		
Copy of registration certificate (If registered)		
Audited and/or financial statements for the last fiscal year (in the absence of audited statements, any other official document demonstrating the annual income of the previous year will be accepted)		
CV of the person who will be the focal point of the project		

ANONYMOUS HOPE FUND

Full Project Proposal

The following template shall be used for the elaboration of the full project proposal. Please complete ALL sections below. Please consider the following before completing the project proposal:

- Be clear about what you want to achieve and how you propose to do it**
- Write clearly and accurately**
- Ensure the budget relates to outputs listed**

1. APPLICANT INFORMATION

Organization Name:	
Registration Number with your Government and date of registration: (If registered)	

Representative's Details:

First and Last Name:	
Full Address:	
Contact information (tel, email, etc.):	
Position in the organization:	
Languages spoken:	

1.1. Staff involved in the project

(Please provide information on the number and the expertise of the staff involved. Please attach the CV of the person who will be the focal point of the project and a link to your organization's website If any.)

ANONYMOUS HOPE FUND

1.3. Prior experience in working with International Organisations(if any)

(Please mention any project(s) in the last 3 years which were funded, even partially, by AHF or if any UN organisations or implemented with the support of international organizations. Provide name of the donor organisation, size of the grant received, date, duration and location of the project and a brief description.)

2. PROJECT INFORMATION

Project title	
Grant amount requested from AHF in USD	<i>(The amount requested should not exceed USD 300,000 only for registered organizations and USD 50,000only for unregistered organizations)</i>
Total cost of the proposal	<i>(Different from the Grant amount requested from AHF if additional funding is secured. In this case, please provide evidence of the secured additional funding.)</i>
Location of the project	<i>(Please indicate place and country and justify the regional reach)</i>
Project dates	<i>(Please note that implementation will be able to start on funding periods listed on our official website(at the earliest))</i>

2.1. Project summary

(No more than 200 words)

2.2. Activities to be implemented

(Please describe the project activities.)

2.3. Project end-beneficiaries and role of the community. State if you are working in cooperation with other organizations (if yes, which organizations, what sector, how do you cooperate etc...)

(Please provide information on the targeted beneficiaries (vulnerable and at-risk groups). Give a rough estimate of how many people the project will be able to reach/support. Please describe how the community will be involved in the project. Also explain how (if at all) you are cooperating/or plan to cooperate with other organizations in your planned activities.)

2.4. Relevance of the project activities to the specific needs of the target group (Small and Medium Sized enterprises)

(Please describe the needs and constraints of the target group and how the project activities relate to them)

2.5. Specific objective(s) of the project

(Please define objectives that are specific, measurable, achievable, relevant and time-bound.)

2.6. Expected results of the project

(Please explain what the expected outcome of the proposed project will be on the situation of end-beneficiaries. More specifically, describe how you intend to gain visibility, support and the leverage needed to achieve the impact you seek)

2.7. Monitoring provisions and performance indicators

(Please explain how your organization will monitor the implementation and performance of the project and indicate one or more indicators per activity that will be used to assess the progress and performance of the project, and the achievement of the expected results.)

2.8. Sustainability

(Please describe what the prospects are for the benefits of the project being sustained after the funding ends. What measures are being put in place to ensure sustainability?)

2.9. Added value and cost-effectiveness

(Please describe the added value of the proposed project and its cost-effectiveness)

2.10. Resource mobilization

(Please describe any planned activities to attract additional funding for your organization/project)

Note: Information on this application form including but not limited to; language, requirements are automatically adopted to the region where you are accessing Anonymous Hope Fund® Forms from.

3. LOGICAL FRAMEWORK FOR THE PROJECT (max. 2 pages)

	Project Proposal	Indicators	Verification	Assumptions and Risks
Overall Objective	<i>What is the overall objective to which the project will contribute?</i>	<i>What are the key indicators related to the overall objective?</i>	<i>What are the sources and means of information for these indicators?</i>	
Specific Objective(s)	<i>What specific objective will the project achieve to contribute to the overall objective?</i>	<i>What indicators clearly show that the objectives of the action have been achieved?</i>	<i>What are the sources and means of information that exist or can be collected?</i>	<i>What factors and conditions outside the project's responsibility are necessary to achieve that objective? (external conditions)</i> <i>Which risks should be taken into consideration?</i>
Expected Results	<i>What are the expected results?</i>	<i>What are the indicators to measure if and to what extent the project achieves the expected results?</i>	<i>What are the sources and means of information for these indicators?</i>	<i>What external conditions must be met to obtain the expected results on schedule?</i>

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4. WORKPLAN(max. 2 pages)

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5. BUDGET

Describe Proposal Budget



6. BANK INFORMATION

Bank Name	
Account Holder	
Account Number	
Country	

7. ADDITIONAL DOCUMENTS

Please provide along with your application, the following documents:

- A copy of the Certificate of Registration for your organization if registered.
- A copy of your organization's last year audited financial statement for large scaled organisations;
- A CV of the person who will be the focal point of the project.

8. How did you hear about us?

Word of mouth
Social Media
TV/Radio
AHF Field Agent

(PLEASE TICK)

Field Agent's NO _____

N.B. Selected CSO will only be disbursed an amount determined by Anonymous Hope Fund. Expenses beyond these amounts will be the sole responsibility of the participant.

The organization reserves the right to eliminate any proposal application that doesn't seem to satisfy its goals in the short or long run.

The entire application process is totally free of charge, though charges not exceeding (USD 50) may be required if application is filled in any language other than English or French or if you are accessing AHF grants in any of the sensitive regions required to pay application fees.

Signature: _____

Date (dd/mm/yy): _____