



U.S. EMBASSY KABUL

CDROLLE “ACCESS TO JUSTICE” GRANTS PROGRAM

Suggested Application Format

Title of Project:	
Applicant:	
Address:	
City:	Zip:
Country:	
Telephone(s):	
Fax:	
Email(s):	
Primary Point of Contact:	Amount of Award Requested:
Name:	\$ _____ USD
Title	
Phone:	
Partner Organization (if any):	Referring Officer: (if any)
Name:	Name:
Phone:	Location:
	Phone:
Period of Project: ___ Months	IROL Priorities Supported:
Preferred start date: ___/___/___	

ACKNOWLEDGEMENT & PUBLICITY AGREEMENT		
<p>I affirm that the information provided in this application is true and correct and that intentional misrepresentation on this suggested application format is grounds for denial of a grant. I understand that a false statement or willful misrepresentation in this document is a violation of law that is punishable by a fine of \$250,000, imprisonment of as long as 5 years, or both (18 U.S.C. 1001). I further affirm that my organization is qualified to receive an award under applicable laws and regulations. My organization understands that submission of a grant application in no way guarantees awarding of a grant, and we will accept the final decision of the U.S. Embassy CDROLLE Local Grants Committee. We further understand that funds awarded under the CDROLLE Grants program are provided through the U.S. Embassy by the people of the United States of America and agree to allow appropriate publicity of this fact, unless waived.</p>		
<p>Accept: <input type="checkbox"/> Yes. <i>A signed original must follow this electronic format if a grant is awarded.</i></p>		
Signature	Name & Title	Date

1. **Executive Summary**: Please supply a clear summary (**two to three sentences**) of your project in the space provided below. Please identify which CDROLLE priorities and which GIRoA strategic objectives your project addresses

2. **Problem Statement**: State the problem/challenge you intend to address, the causes of the problem, who is affected by it.

3. **Overall Project Goal** (One goal only, which outlines the intended long term positive impact on society, with reference to the above Problem Statement and CDROLLE Priority Areas)
For example - Improved health and sanitation practices among young people in disadvantaged regions of the country):

<p>4. Specific Project Outcome(s) (Positive effect(s) and outcomes the project seeks to achieve through the Planned Activities for the target group, with reference to the above Project Goal)</p>	<p>Indicators (Indicators and resources you will use to judge whether you have achieved the Specific Project Outcome(s))</p>
<p><i>For example:</i></p> <ul style="list-style-type: none"> - <u>Increased use</u> of water purification kits by teachers and students at primary schools, etc - <u>Improved awareness</u> of health and sanitation issues among primary school students - <u>Incorporation</u> of health and sanitation topics into school curricula 	<ul style="list-style-type: none"> - <u>number</u> of student/ teachers using water purification kits before/after the project has been implemented - <u>measured through</u> surveys, school records, etc. - the <u>level</u> of students' understanding of health and sanitation issues – <u>measured through</u> objective surveys and studies before/during the project - <u>number</u> of new courses developed which contain reference to health and sanitation topics – <u>measured according to</u> the Ministry of Education reports on new curricula, etc

5. **Planned Activities:** (Specific activities planned to achieve the Specific Project Outcomes and eliminate the problem identified, including selection criteria for beneficiaries.)

For example – a) developing and distributing water purification kits to schools in 5 provinces which the Ministry of Health has designated as lacking in capacity and infrastructure in this field, b) 25 interactive training sessions with students on the importance of using clean water, etc.

***Please provide additional details using the suggested Implementation Plan Template attached.**

****NOTE: If any of your activities involve working with partner organizations or Government bodies/their employees (eg. police, judges, teachers, etc), or otherwise requires authorization from local government to be carried out, please include with your application a signed Letter of Intent or Memorandum of Understanding detailing the activities and signed by the appropriate government body or partner organization.**

9. Please describe your organization. State what type of group it is, when it was established, the size of membership, the mission of the organization, and its source of funding, including previous funding, and similar projects carried out previously.

***Please also include your certificate of registration with your application.**

10. Has your organization received or is expected to receive financial assistance from other donors during the period of performance of this project? If so please name the donors, their contact information, and the amount of financial assistance.

11. Provide the names of your organization leadership and individuals who will be hired to work on the project. Attach a CV for each person listed. If an individual for a specific position has not been identified, the applicant may submit a ½ page position description, identifying the qualifications and skills required for that position, in lieu of a resume.

12. List three references who can attest to your organization's work, including contact details.

13. Should you be awarded an IROL grant, U.S. government regulations require a listing and description of your grant in the federal Grants Database Management System (GDMS). This grants database is publicly accessible on the Internet at <http://www.usaspending.gov>. If you do not wish your organization to be identified in this database, please explain why.

14. Please provide a complete, line-by-line budget, using the suggested form attached.

***If you intend to contract services from a third party provider, please include an official price quotation from that service provider.**

Document Checklist

1. Certificate of Registration	
2. Staff Resumes/Position Descriptions	
3. Implementation Plan	
4. MoU/Letter of Intent from government bodies	
5. Budget Narrative	
6. Budget	
7. Service provider price quotations	

End of Application — Thank you.

Space for Additional Info