



**U.S. EMBASSY NASSAU**



**PEPFAR SMALL GRANT APPLICATION**

The President's Emergency Plan for AIDS Relief (PEPFAR) invites civil society, including faith based organizations, community-based organizations, non-governmental organizations, HIV programs and commissions, and other local groups and individuals working with communities across The Bahamas to submit applications for grant funding to the PEPFAR Small Grants Program (PSG). PSG is designed to assist Bahamian organizations in carrying out programs directly related to increasing community-based activities to reduce the spread of HIV, reduce AIDS-related stigma and discrimination, and encourage communities to cooperate in fighting the epidemic.

Focal areas should be on most-at-risk populations and/or those living with or affected by HIV/AIDS. Activities may include, but not limited to, activities that will benefit the affected populations and promote greater public awareness and reduction of common stigmas or myths; promotional activities for risk-reduction and prevention messages in targeted or isolated populations; advocacy for testing or treatment; capacity building; focus groups. Applications are encouraged to be creative in their approach.

Applicants are encouraged to consider creative, original, and innovative activities designed to inspire and engage the Bahamian community. Grants should complement the goals and activities of The Bahamas Ministry of Health's National AIDS Program and PEPFAR. Special consideration will be given to organizations and persons who have not previously received PEPFAR funding or who contribute significantly to national objectives.

The majority of these small grants are currently US\$5,500 or less.

**Instructions:**

Please answer all of the questions in the form, focusing on the impact your project will have in your community or target audience.

You may include additional relevant information if you do not have enough space on this form.

Keep a copy of your completed application for your records.

Completed application forms should be sent via e-mail to: [NassauSmallGrants@state.gov](mailto:NassauSmallGrants@state.gov)

**SECTION 1- ORGANIZATIONAL INFORMATION**

Name of Organization, club or individual requesting funds:

Name of the Organization's Contact Person:

Address (street and P.O. Box):

Email:

Phone/Fax:

What is the legal status and nature or type of the applying organization?

When was the organization established and how many members does it have?

What are the names, addresses and positions of the individual(s) who will receive funds and be accountable for their use?

**SECTION 2- PROJECT DESCRIPTION**

1. Proposed Project Title:
2. Description or summary of the proposed project:
3. What is the projects goal(s)?
4. What are the project's objectives? These must be clearly stated, time bound and measurable.
5. What are the timelines for this project? (When will the activities begin and when will they end?) **NOTE:** timelines for PSG are recommended to be no longer than nine (9) months.

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6. How, or at what level, will the community be involved? Where appropriate, please describe ways in which stakeholders or networks of partners will be involved.
7. Who is your target population?
8. How many people do you expect to benefit from this project? And in what way?
9. What will be the final outcome or result of this project?

**SECTION 3- BUDGET**

What is your project budget? Please be as specific as possible with regard to your anticipated costs to be financed. Refer to our example.

What is the amount requested from the PEPFAR Small Grants Program?

How will your organization handle funding for recurrent or follow-up costs once the project is completed?

Please list what other organizations or institutions have been contacted for assistance and what is the status of these requests? (These may include requests for funds or for in-kind support, such as meeting space, printers, volunteer time, etc.).

**Proposals should be submitted by email to [NassauSmallGrants@state.gov](mailto:NassauSmallGrants@state.gov)  
with the subject line**

**PEPFAR SMALL GRANT PROPOSAL  
No later than 5pm on August 25, 2014**

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**EXAMPLE: PROJECT BUDGET**

**Project Cost Breakdown:**

	US Embassy Portion	Organization's Contribution		Community Contribution		Total Cost
<b>Labour</b>						
<b>Equipment</b>						
<b>Materials/Supplies</b>						
<b>Venue/Space</b>						
<b>Travel Expenses</b>						
<b>Transport</b>						
<b>Other</b>						
<b>TOTAL BUDGET</b>						