

# PROJECT SUBMISSION TEMPLATE

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## *Background Information*

Project Name

Executive Summary: Not to exceed 500 characters

Estimated Cost

Is it time sensitive?

Project Location.

Significance of the location

Host Nation Coordination and Partnering

Host Nation POC

List any other agencies or entities that are doing work similar to this project (e.g., other government entities, NGOs or international organizations).

Describe how this project complements rather than duplicates the work of other agencies/entities.

## *HA Details*

What are the specific objectives of this project?

What are the desired outcomes and goals related to this project?

How will you measure the extent to which the project was successful in achieving the specific objectives?

What are the external factors and risks that may impact the project?

Is this a construction project?

## *Target Beneficiaries*

Direct beneficiaries -- Ages, Males (est.) Females (est.)

Why was this population selected?

Indirect Beneficiaries

Total Indirect Beneficiaries (est.)

Describe the indirect beneficiary population and the expected indirect benefits

## *Sustainability*

What is the sustainability plan for this project?

Which host nation entities will the goods and services be transferred to?

## *Project Detailed Work Description*

Please give a detailed description of the work to be accomplished (Not to exceed 2 pages)