

Guidelines for Submitting Applications

US Embassy Landmine Stabilization Initiative Small Grants Program

The Landmine Stabilization Initiative Small Grants Program seeks to help the people of Myanmar by supporting local organizations that identify and respond to the needs of landmine affected populations and communities. Emphasis will be placed on projects that focus on underdeveloped or conflict-affected areas that include: 1) increasing efforts to publicize humanitarian mine action in Burma , 2) augmenting humanitarian mine action networks, 3) supporting comprehensive humanitarian mine action initiatives, 4) supporting consultations between the Government of Burma, ethnic minority leadership, civil society, and other relevant entities aimed at establishing humanitarian mine action priorities and building trust.

Charitable, income generation, service delivery projects and infrastructure projects are outside the scope of this program. Projects that focus exclusively on capacity building are unlikely to be funded. Capacity building efforts should be part of a larger project that seeks to achieve wider outcomes. Average grant size will be between \$10,000 and \$ 20,000 and applications should not exceed \$20,000.

A successful grant application will demonstrate the following:

- A clearly defined need that takes into account the input of local people and clearly demonstrates how the need links to project goals and objectives;
- A schedule of activities and a detailed work plan;
- Broad participation in the community;
- A realistic budget that includes cost-sharing where possible;
- A sustainability plan, showing how outcomes will remain even after the end of the project;
- Clearly explain how activities will help lay the groundwork for a comprehensive humanitarian mine action sector in Burma.
- Recipient monitoring plan.

Applications are accepted at any time, but will only be reviewed on the 15th of every other month (September, November, January, March, May, July) until funds are exhausted. A committee reviews all applications, and successful applicants will be notified approximately one month after the application deadline. Funding will usually be available about one month after that. Please keep these dates in mind when planning your projects.

Awards are subject to availability of funding, and both successful and unsuccessful applicants will be notified.

The application form can be downloaded [here](#). Please answer each question as best as you can. We are happy to answer any questions about the application process, but we cannot offer advice about your specific proposal. We prefer to receive questions and completed applications by email at NyuntSZ@state.gov. However you may also mail completed applications to:

Small Grants Program, Landmine Stabilization Initiative
110 University Ave,
Kamayut Township, 11041
Rangoon, Burma