

# U.S. Embassy Stockholm

## Grant Request

*Please complete this narrative description form as well as the attached budget form.*

<b>1. Name of Institution/Organization:</b>
<b>2. Title of the Project:*</b>
<b>3. Target Audience:</b> Description of Audience
<b>Expected Number of Individuals Reached*</b>

\*Please list the numbers of individuals reached by categories such as: attendees, implementers, print readers, broadcast viewers, etc.

### **PROJECT DETAILS:**

*Please enter all necessary information regarding the proposed project below. In this part please give as many details as possible.*

#### **1. Description:**

Please provide a narrative outline of your project. Describe the project, what it will accomplish, and how it will achieve these goals. If appropriate, describe the people who will benefit and how.

#### **2. Project Timeline:**

Please state when the event or activity will take place and when funding would be needed. Also list here the major action steps you will take in order to carry out this project with an approximate date of completion for each step to provide a picture of the project timeline.

**3. Project Partners:**

Please give the name and key function of all partner institutions.

**4. Project Outcomes:**

What outcomes do you expect in terms of both short-term results and long-term outcomes and processes that may be set in motion by the project?

**5. Payment Details** (for transfer of funds should grant be approved)

Bank Name	Account number or preferably bankgiro number (We cannot process payments to postgiros)	Clearing or routing number (Only applicable for bank accounts, not bankgiros)	Bank Address
Account Name			

**Grant requests should be submitted to:** [stockholmsmallgrants@state.gov](mailto:stockholmsmallgrants@state.gov).

**Submissions by post may be sent to:**

Public Affairs Section  
Embassy of the United States of America  
Dag Hammarskjölds Väg 31  
115 89 Stockholm