



**EMBASSY OF THE UNITED STATES OF AMERICA, DUSHANBE, TAJIKISTAN**

**ALUMNI GRANTS PROGRAM 2016**

**Country, City:**

**Organization / Individual Name:**

**USG Exchange Program Name, Year:**

**Amount Requested:**

**Project Dates:**

**Executive Summary:**

**Background of Individual/ Organization:**

*Please attach resumes of project implementers.*

**Previous USG Grants Received:**

**Project Description and Goals:**

*Please briefly outline the problem/gaps you are trying to address through the proposed project. Be as specific as possible in explaining the goals of the project.*

**Project Activities:**

*Proposals should describe the steps you are planning to undertake in order to achieve the project goals: Actions; Timeframe.*

**Project Justification:**

*Proposal should show the importance of the project, why it should be funded; what difference it will make for Tajikistan; what are expected long-term effects of the project?*

**Project sustainability:**

*Explain the long term impact of the project and how it will be sustainable after the grant funding is over.*

**Other funding sought (or will apply to) for this project:**

**Budget:**

Detailed Budget (may be attached, but must follow this format)					
Item	Unit Cost	Number of Units	Total	US Embassy	Other donor

**NOTE:** The use of miscellaneous expenditure as a budget item is unacceptable. Cocktail parties, receptions and entertainment are not allowable expenses. Meals for the conference must be justified and not more than one meal a day is allowable. The total amount allocated for meals should not exceed 10% of the total requested sum. Although generally not allowed, requests for salaries or honorarium must be justified in the context of the goals of grant request.

*Proposed projects which meet the basic criteria outlined above will be reviewed by the Cultural Affairs Officer. If your preliminary application meets the criteria of the Alumni Grants Program you may be invited for an interview and may be asked to submit additional information. If you receive funding from the Alumni Grants Program, you will be required to submit detailed program and financial reports upon the project's completion.*

*Thank you for your participation!*