

SECTION 1- ORGANIZATION INFORMATION

Name of Organization, club or individual requesting funds:

Name of 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? Please provide a CV for this person or persons.

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 and learning outcomes? (These must be clearly stated, time bound and measurable.)
5. What is the timeline for this project? (When will the activities begin and when will they end?)
6. How, or at what level, will the community 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

Please provide detailed budget including different lines under each category. You may add more lines if needed.

| Item (ex: personnel, travel, hotel, per diem, materials, supplies, contractual, etc.) | Cost-Sharing (provided by yourself or other organizations) | Requested from US Embassy | Total Cost |
|---|--|---|-------------------|
| Personnel | | | |
| Travel | | | |
| Supplies | | | |
| Contractual | | | |

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
 with the subject line
PAS GRANT PROPOSAL**

***DUNS** stands for Data Universal Numbering System (DUNS) number, which is a unique nine digit identification number provided by the Dun & Brad-street (D&B) Credibility Corp. The DUNS Number identifies a single business entity. This number can be used to access a database which details the name of the company, its address, telephone number, line of business and number of employees — along with other pertinent information. Adopted as a Department policy on August 2007, **Mandatory Collection of the Data Universal Numbering System (DUNS) and the Central Contractor Registration (CCR)** applies to both domestic and overseas posts. This policy requires all potential recipient organizations to acquire a DUNS Number and register in CCR. **NOTE:** There is no charge for acquiring a DUNS Number.*