

For Office Use Application Number: _____ Date Received: _____
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**GRANT APPLICATION
SMALL GRANTS PROGRAM 2008**

**WORLD BANK COUNTRY OFFICE IN KAZAKHSTAN
EURASIA FOUNDATION OF CENTRAL ASIA**

*Applications are accepted in Russian or English. Application cannot exceed 5 pages (excluding budget table).
Please read Guidelines for Civil Society Organizations prior to filling in an Application Form.*

Executive Summary (Please type using no more than one page)

1. **Date of the proposal:**
2. **Name of organization:**
3. **Contact person and title:**
4. **Complete street address:
City, Country, Postal Code:**
5. **Telephone:** _____ **Fax:** _____
Email: _____ **Website (if available):** _____
6. **Mission statement of the applicant organization:**

7. **Project name:**
8. **Geographical coverage of the project:**
9. **Project goal and how this activity relates to civic engagement. Specify up to four project objectives.**

10. **Target population and number of beneficiaries:**

11. **Period of project implementation:**
12. **Applicant's contribution.**
 - a. **In kind:** _____ US\$ _____
 - b. **Cash:** _____ US\$ _____

Total: US\$ _____
13. **Amount to be leveraged by applicant from other donors:**
 - a. **Donor:** _____ US\$ _____
 - b. **Donor:** _____ US\$ _____

Total: US\$ _____
14. **Amount requested from the Small Grants Program:** US\$ _____
15. **Total project cost:** US\$ _____
16. **If your organization has received previous support from the World Bank or Eurasia Foundation of Central Asia, please list the year, amount, and describe the purpose:**

17. **Authorizing signature of the applicant organization's executive director or board chair:**

Signature: _____	Name (print): _____
Title: _____	

Purpose of the Grant

- 18. Describe briefly the need or issue you will address. Include description of the existing situation, the constituency served (including number participating) and how they will participate/benefit?**
- 19. How will the proposed activity promote civic engagement for empowerment? How will the activity enable marginalized citizens to have greater control over local and community level development activities?**
- 20. List the activity goal(s) and measurable objectives.**
- 21. List and describe briefly the activities planned to accomplish your goal and each objective. Complete Attachment #1 “Project Logical Model” (see below).**
- 22. Provide a brief timetable for implementation of activities, listing major tasks/events and timeframe (by months).**
- 23. What other organizations, if any, will be participating in the activity? Describe their roles.**
- 24. List the names and qualifications of key staff/volunteers responsible for activity implementation.**

Evaluation

- 25. Please list the specific outcomes of your activity. What assessment methods/strategies will you use to track and measure outcomes? (e.g. interviews, surveys, focus groups, community feedback, etc.)**
- 26. Describe briefly what will be different at the end of the grant period.**
- 27. How will your organization involve other key stakeholders in the evaluation process?**
- 28. How will the activity’s results be used and/or disseminated?**

Budget

Please (1) provide the necessary information for each budget item, and (2) indicate the funding source(s) that will cover the expense. Use as much space as necessary.

Item	Contribution from Applicant	Contribution from Other Donors	Contribution from the Small Grants Program	Total
Salaries + Benefits: (specify total salary budget, number of positions, and whether full- or part-time)				
Consultants and Professional Fees (list consultants and fees)				
Travel (specify)				
Equipment (specify)				
Supplies, Printing, Copying, Telephone, Fax, Postage, and Delivery (specify)				
Rent & Utilities (specify)				
Evaluation and monitoring (specify)				
Total Expenses:				

Attachments

Please attach the following documents to your proposal:

- A. Attachment “Project Logical Model” (see below)**
- B. Complete list of the applicant organization’s senior staff and board of directors**
- C. Biographies of key project staff**
- D. Copy of the applicant organization’s registration status**
- E. Copy of the organization’s charter**
- F. Latest annual report, including financial report (if available).**
- G. Letters of support and letters of recommendation**

Attachment 1 Project Logical Model

Project Goal and Objectives	Project Activities	Products (expected short-term results within 1 year)	Expected long-term results (within 1-3 years)
<p>Project goal:</p> <p>Objectives:</p> <ol style="list-style-type: none"> 1) 2) 3) 	<ol style="list-style-type: none"> 1. 2. 3. 4. 	<p>For example: Training programs; Sets of handouts; List of seminar participants; Addresses of participating libraries, etc.</p>	<p>Changes which will take place in the future as a result of the project</p>
<p>EXAMPLE</p> <p>Goal: Creation of equal opportunities and all possible integration of disabled people in the society by means of improving related legislation</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Engagement of disabled people in the process of discussion of the draft law “On social protection of disabled people in the Republic of Kazakhstan” • Initiation of the dialogue between authorities, Parliament, and civil society organizations (CSOs) working with disabled people • Ensuring maximum compliance of the new legislation with existing needs of disabled people and accepted international standards 	<p>EXAMPLE</p> <ul style="list-style-type: none"> • Dissemination of the draft law among civil society organizations and disabled people • Discussion of the draft law by means of conducting round tables and using electronic email • Proactive interaction with respective commissions of Majilis by means of telephone discussions and visits to Astana • Preparation and holding of public hearings with experts, CSOs working with disabled people, deputies of the Parliament, interested Ministries, and parties • Preparation and provision of recommendations on the structure and particular articles of the new law based on the suggestions made by experts and CSOs working with disabled people and standard UN rules 	<p>EXAMPLE</p> <ul style="list-style-type: none"> • 6 round tables will be conducted in Almaty, Astana, and the regions for representatives of the civil society organizations and disabled people • Copies of the draft law will be disseminated among all interested parties (approximately 200 copies) • 2 trips to Astana will be organized for meetings with deputies of the Majilis from specialized Parliamentary commissions • Public hearings will be conducted in Almaty with participation of representatives of CSOs working with disabled from Almaty, Astana and all the regions • Recommendations for improvement of the new legislation will be prepared and sent to the Parliament 	<p>EXAMPLE</p> <ul style="list-style-type: none"> • Recommendations provided will be included in the new law and will create more opportunities for vital activities of the disabled people and their fuller integration in the society • Precedent will be created when civil society organizations working with disabled people actively participate in the decision-making processes on the issues which directly affect their lives • Relations established with the representatives of the Government and the Parliament in the course of the project implementation will allow CSOs working with disabled people play active role in the relevant legislation and specialized programs formulation (i.e., “Comprehensive program on rehabilitation of disabled people for 2006-2008”) • Partnership with other organizations initiated in the course of the project implementation will facilitate capacity building within CSOs working with disabled people, better exchange of information and further sustainability of their activities