**PROJECT PROPOSAL**

**Empowerment Grant**

**Introduction**

Empowerment grants are small grants ranging between Euro 5,000 and 25,000 for a maximum time frame of 24 months. Empowerment grants are meant for (informal) groups or organisations to raise awareness, develop transformative leadership, build confidence and skills and work against stigmatisation of marginalised and discriminated groups. The minimum requirement is a form of registration combined with a bank account in the organisation’s name. Completed applications can be submitted at any time in Kenya via [www.voice.global/kenya](http://www.voice.global/kenya) .

For more information please email kenya@voice.global

**PROJECT OVERVIEW**

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| **1. Title of the project:** |
| **2. Name of the applicant organisation****Name and position of contact person:****Address:****Phone number:** |
| **3. Project Period – how many months?** |
| **4. Proposed Budget *(How much will the proposed project cost?)*:** |
| **Proposed Start date and end date:** | **Signature** |
| **5. Short project summary (500 words)***(Devote at least one sentence each to the statement of the problem/goal, context, project mission and objectives, organizational and community capacity, methods, evaluation plan, and plan for sustainability. Keep it clear and simple).* |

**PROJECT DESCRIPTION**

**What is the issue/problem you want to address?** Tell us the issues faced by you and your members particularly as they relate to access to resources, social services and/or participation in decision making either at household or political level. *(Max. 1 Page)*

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| *(Describe the active involvement of the community in defining the problems; describe how you have determined that this project is needed in your community. If available, quote media or other reports on the issue or problem affecting your target audience; Describe the intended beneficiaries of your project and their relevant characteristics; State other recent and current efforts in the community to address the problem).* |

**Project Objectives**: What do you hope to achieve or change with this project? *(Describe at least 3-4 specific measurable results of* how much *of* what *will be accomplished by* when*)*

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| **1.** |
| **2.** |
| **3.** |
| **4.** |
| **…………….** |

**Activities**: What do you need to do to achieve the above? Please provide a step-by-step description of your plans and key activities.

*(Attached as Table A is a Work Plan tool that you can use to help you describe the project).*

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**Expected results:** Please describe what your project is trying to “change” (e.g. change in awareness levels); How do you see the results of this project affecting your members? How will the results of your project have national and/or county implications and benefits?

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**Team**: Projects are implemented by people. Please tell us about all the people that are involved and provide their names, gender plus a brief description (one paragraph per person) of their experience and contribution to the community.

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**Partnerships and Collaborations:** Preference will be given to proposals that demonstrate multi-sectoral engagement or involvement. Describe your plan for collaboration between your group, policy makers and other community organizations.*(Max ½ page)*

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**Monitoring/Reporting:** How will you know that the activities are successful? Describe the expected results of the activities​ and how you are going to monitor them?

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**Knowledge Transfer Activities:** Knowledge transfer activities move the products, results, and learnings (best practices and lessons learned) from a project beyond the project team to a range of audiences (e.g. not-for-profit organizations, communities, universities/colleges) who can benefit from this material and/or knowledge. Projects must demonstrate the use and transfer of information and knowledge that expands beyond local or regional areas.

(1 page)

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| 1. **What knowledge products or transfer activities will be developed or conducted as part of this project?**
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| 1. **b) How will your project results reach your target population(s) and how do you plan to follow-up?**
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**Additional Comments:** Use this section to make any additional comments about your project. Please also make comment on any help you might need to implement this project (300 words)

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**BACKGROUND**

Tell us about your organisation or group, by answering the following questions (1 page)

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| **a) Provide your group/organization’s mandate or vision statement.** |
| **b) Describe your group/organization’s key activities and main programs/projects and lessons learnt from past work.**  |
| 1. **Outline why your group/organization is well-suited to undertake the proposed project (e.g. credibility, relevant skills, interest, experience with the target population).**
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| 1. **Describe your group/organization’s management structure, governance, and capacity to carry-out projects. How are you organised?**
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| **Table A: Work Plan with Summary Activities, Expected Results, timeframe, and expected budget** |
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| 1. **Description of Activities**
 | 1. **Expected Results**
 | 1. **Timeframe (weeks or months)**
 | **D. Expected costs** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| 1. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Other costs |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total expected costs (add all items in column D) for this project** |  |
| **Note: Applicants are encouraged to develop their own Excel Spreadsheets with detailed itemised costs in completing this budget proposal** |