

GRANT APPLICATION FORM

1. TITLE PAGE OF THE PROJECT	
The subject of the Joint Contest in which the application is submitted	
Direction (nomination) of the Joint Contest	
Name of the project	
Name of the organization that submitted the application <i>(in accordance with the regulations on the state list)</i> ;	
Name of the region <i>(Region, City, district)</i>	
Full information about the applicant <i>(legal and real address of the applicant, telephone, fax, site address)</i>	
The head of the organization <i>(Name, Surname)</i> and the position and contact details <i>(address, email e-mail address, telephone code must of course be indicated)</i> ;	
Accounting of the organization <i>(Name, Surname)</i> contact details <i>(address, email e - mail address, phone code must of course be displayed)</i> ;	
Number of positions in the approved staff table of the organization	
Project implementation period <i>(start date –end date)</i> ;	
The requested amount <i>(in sum)</i> ;	
The amount of funds involved <i>(in sum)</i> .	
2. CONTENT OF THE PROJECT	
Statement of the problem <i>(the existing social problem, its scope, significance, the target group and the need to implement the project, in a volume of not more than one sheet)</i> ;	
The objectives of the project; <i>(3 main goals that the project will achieve)</i>	
Main tasks of the project; <i>(5 main tasks will be described, which will be solved as a result of the implementation of the project)</i>	
Form and nature of project implementation <i>(methods of project implementation, in quantity and quality indicators)</i>	
Expected results from the implementation of the project; <i>(quantity and quality indicators and impact of the achieved result)</i>	
The applicant's experience in this field is recorded: <i>(the activities of the applicant, its achievements are fully explained)</i> ;	
Partners and their tasks; <i>(the specific tasks of the claimant and his partners will be outlined in the action plan indicated)</i>	
Contribution of the organization and Partners <i>(funds involved, resources, material and intangible contributions of the organization and partners.)</i>	

3. TOTAL BUDGET OF THE PROJECT additional funding sources available including (sum)					
№	Cost item name	Number and price	Amount requested	Attracted funds	
				Personal share	Share of partners
I. Salary and equivalent payments					
1.1.	Project manager				
1.2.	Coach				
1.3.	Accountant				
1.4.	Consultants				
	others.				
Summary:					
II. Costs for conducting events					
2.1.	Expenses for the purchase of stationery * *(transcript must be attached)				
2.2.	Reproduction or publication of educational propaganda materials* * * (if the cost is from the savings account, transcript should be attached)				
	Others.				
Summary:					
III. . Other expenses					
	Communication service and Internet				
	Utilities				
	Cost of service trips				
	banking expenses and others				
Summary					
4. CALENDAR PLAN OF THE PROJECT					
№	Event	Date			
1.					
2.					
5. APPLICANT'S RESUME (additional information about the organization)					
1.	Full name of the organization in accordance with the Charter (in Uzb and Russian).				
2.	Top management body of the organization				
3.	The main charter activity of the organization.				
4.	Main charter objectives and objectives of the organization				
5.	Information on the state registration (attach a copy of the certificate.)				
6.	Information on being listed as media (attach a copy of the certificate of registration from the press and Information Agency of Uzbekistan)				
7.	Social partners in the implementation of the project				
8.	Bank details: account number, Banking Department, MFO, INN, OKONX, bank				

	address and phone number. (attach a copy of the supporting documents)	
9.	Implemented projects.	
6. SELF-CONTROL AND SELF-EVALUATION (SELF-AUDIT)		
1.	Evaluation of the project until implementation	
2.	Will the project be able to achieve the set goal	
3.	Prove that the project is effective, and costs are justified	
7. FINAL PART OF THE PROJECT		
Date		
Signature of the head of the organization who submitted the application		
Organization seal		

**Please note: if your organization has received a grant, you are committed to the following reporting structure:*

You are required to submit interim and final financial and narrative reports, as well as reports on the use of equipment (if the equipment has been received from UNDP or paid for by the Provider through the grant);

The final report must be submitted to the UNDP no later than one month after the end date of the project;

Interim financial and narrative reports should be submitted after the end of each stage of the project.

I certify that the information I have given in this form is correct and that I am authorized to act on behalf of my organization.

Signature of the head of the NGO: _____

The date: _____