ANNEX IV: LOW VALUE GRANT PROPOSAL

LOW VALUE GRANT PROPOSAL

TO BE PREPARED BY THE RECIPIENT INSTITUTION. THIS PROPOSAL WILL BE SUBMITTED TO THE STEERING COMMITTEE/PROJECT BOARD FOR APPROVAL

Project Number: 01003464

Project Title: Supporting the Development and Strengthening of Cooperatives in the Wheat Value Chain _____

Name of the RECIPIENT INSTITUTION:

_____

Total Amount of the Grant (in USD): _____

1- PURPOSE OF THE GRANT

- Indicate the purpose of the grant and describe the result(s) the grant is expected to achieve.

_____
_____
_____
_____
_____
_____
_____

- Indicate the business value the grant will create for the Cooperative? (How will the grant help you grow/expand/or sustain the Cooperative).

_____
_____
_____
_____
_____
_____
_____

2- PROPOSED ACTIVITIES AND WORK PLAN

- Describe the activities that will be completed to achieve the objectives

_____
_____
_____
_____

Date:
Signature:

WORK PLAN

PLANNED ACTIVITIES[3]	Timeline[4]		Planned Budget for the Activity (in grant currency)[5]
	T1	T2	
Purchase and or rehabilitation of Equipment or Machinery			
Repair and rehabilitation of facilities and assets			
Purchase of Energy-efficient Equipment			
Purchase of raw material			
Access to local markets			
Total			

- State what activities will be completed with the grant Funds. Use as many activity lines as necessary.
- Define the time periods relevant for the grant and indicate when specific activities are expected to be completed. Use as many time periods as necessary.
- Indicate the budget amounts in the grant currency.

Note: If you are planning to co-share the financing, please make sure to mention it clearly.

3- PERFORMANCE TARGETS

State the indicators for measuring results that will be achieved using the grant. At least one indicator is required. More can be used if useful to more fully measure the results that are expected to be achieved:

Indicator(s)	Data Source	Baseline	Milestones	Final Target
			Period 1	Period 2
1. Number of jobs sustained as a result of the grant	Cooperative staffing records, payroll, signed declarations			
2. Increase in cooperative turnover or production volume	Financial reports, production logs, sales receipts			
3. Number of women's jobs sustained as a result of the grant	Staffing records disaggregated by gender			
4. Increase in quantity or quality of wheat-related products	Production data, product testing records, packaging labels			
5. New markets accessed or retained (local or digital)	Sales records, contracts, platform registration			

4- RISK ANALYSIS:

Indicate relevant risks to achieving the grant objectives and mitigation measures that will be taken. Risks include security, financial, operational, social and environmental or other risks.

Risk	**Risk rating* (High/Medium/ Low)**	**Mitigation measures**

*The risk rating is based on a reflection of the likelihood of the risk materializing and the consequence it will have if it does occur.

5- **GRANT BUDGET OF RECIPIENT INSTITUTION** (state currency)

PERIOD COVERING FROM___ TO____General Category of Expenditures	Tranche 1	Tranche 2	Total
	40% of grant value upon contract signature	60% of grant value within 8 months of contract signature (conditional to receiving the required audits, submission of final narrative and	

		financial reports and the certification of those reports)	
Total			

Please note that all budget lines are for costs related only to grant Activities. You need to include the expenditure based on the Activity you selected
The total should be equal or less than 12,000 USD . If you are co-sharing, please mention it