



FICAD/CDM PROJECT APPLICATION TEMPLATE

PROJECT TITLE	
NAME OF APPLICANT	
Contact DETAILS FOR APPLICANT-Postal Address, Email and Telephone Number	
PROJECT DURATION	
GRANT AMOUNT REQUESTED	
CMD FOCUS AREA ADDRESSED¹	
DATE OF SUBMISSIONS	
DATE OF RECEIPT (ACBF)	

1. Brief Summary of Project

Capacity challenges to be addressed, proposed solution, expected results, intended beneficiaries and justification for support from ACBF.

2. Introduction

¹ FICAD can only finance project ideas which fall within either of the following Five Focus Objectives. Innovative, catalytic, piloting, idea sourcing dialogue and collaborative partnerships project ideas.



This section should cover the major challenges/problem to be addressed, project purpose, intervention strategies, stakeholders and intended beneficiaries of the project, context within which project is located.

Intervention strategies and targeted beneficiaries, what the strategies are meant to achieve in terms of effects among intended beneficiaries, objectives should be Specific, Measureable, Achievable, Relevant and Time-bound

3. Alignment of Project to FICAD Goals/Justification

Project ideas can be from any sector of the economy but the proposed project will be evaluated against the overall strategies of the applicant to ensure that it is properly aligned with strategies of FICAD, clearly articulates what is innovative, catalytic etc about the project idea- the five focus areas. Describe the novelty and likelihood of success of the proposed project as well as expertise and track record of implementers of the project, does project address any specific knowledge gaps.

4. Project Implementation and Management Plan

This should describe the activities of the project, implementation timetable of the proposed project and who will be responsible for each activity. Management of the project showing who is responsible for planning and management of project operations as well the roles of other organisations if any. Provide a brief institutional profile of the applicant(s) –the project sponsors; it is an individual, registered association/network, company, Ngo etc.

5. Project Monitoring and Evaluation

Explain proposed mechanisms and procedures for monitoring the project operations to ensure activities are implemented as scheduled, they are focused on expected results, corrective action is being taken, lessons learn are being captured etc. and time line for milestones reporting. Explain how monitoring and evaluation (M&E) system will be result oriented and an integral part of the project management processes to inform implementation and the learning. . Highlight how project team and other key stakeholders will be involved in the M&E processes. Who will be responsible for the overall coordination of the M&E system and how performance feedback will be reported and used internally and externally as



well? **Include a Results Measurement Framework** with clear expected benefits, outcomes, outputs and impacts

6. Budget

Provide detailed itemized budget showing line items according to activities for the implementation of the project. Amount requested should be justified.

7. What obstacles and risks will face the project?

Identify the possible obstacles and risks these should be analyzed and a risk mitigation strategy developed.

8. Conclusion

Demonstrate value for money of the proposed project and in summary state where the project fits within FICAD.

**Maximum Number of pages –12
excluding cover page**