**SECTION I. Applicant Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Organization** | | | |
| Organization/Individual Name | | |  |
| Address | | | *Street address, city, district, country* |
| Email Address | | |  |
| Website | | |  |
| Social Media Pages/Handles | | | *Facebook, Twitter, Instagram, and/or YouTube* |
| Type of Organization | | | *Public, private, non-profit* |
| Year Organization was Founded | | |  |
| DUNS Number (if applicable) | | |  |
| **Primary Contact**  *(the person legally authorized to submit this application on behalf of the organization)* | | | |
| First Name | | |  |
| Last Name | | |  |
| Work Title | | |  |
| Office Phone Number | | |  |
| Mobile Phone Number | | |  |
| Email Address | | |  |
| **Background of Organization or Individual**  Up to 500 words | *Give a brief overview of your organization's mission, goals, and objectives.* | | |
|  | | | |
| **Previous U.S. Government or Embassy Funding**  Up to 200 words | | *Provide a description of related past and present projects, if any, that demonstrate the organization’s ability to carry out the program****.*** *Please limit to highlights and include information relevant to the proposed project.* | |
| *Include project name, dates, and amount. If none, list “N/A”.* | | | |

**SECTION II. Project Description**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Information** | | | |
| Project Title |  | | |
| Start and End Dates |  | | |
| Amount Requested (in $USD) |  | | |
| Project Location/s |  | | |
| If your project will receive co-funding, please list the other partners/sources |  | | |
| Total Project Budget | *Total from Section III. Budget* | | |
| Percentage (%) of total budget requested from U.S. Embassy | *See Section III. Budget* | | |
| Date of Application Submission |  | | |
| **Executive Summary**  Up to 200 words | *Give a short description, no longer than five sentences, of your project that summarizes the why, what, and how. Please also describe the link to U.S. interests. After reviewing this section, the reader should understand generally what you propose to do and why.* | | |
|  | | | |
| **Problem Statement and Justification**  Up to 100 words | *Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed.* | | |
|  | | | |
| **Target Audience and Beneficiaries**  Up to 500 words | *Describe the target audience groups addressed by the proposal. Also include the expected number of beneficiaries.* | | |
| *For example, a teacher training program may reach 20 trainees (primary audience), but as these teachers implement what they have learned from the program, they could reach several hundred students (secondary audience).* | | | |
| **Goals, Objectives, and Expected Outcomes**  Up to 750 words | *Please state the overall aim of the program. The “goals” describe what the program is intended to achieve. The “objectives” refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable. Address how the “anticipated outcomes” will improve the relationship between the U.S. and Oman.* | | |
|  | | | |
| **Planned Schedule and Activities** | *Provide a timeline that shows the dates and locations for key activities or “milestones” that demonstrate progress towards the objectives.* | | |
| Activity |  | Date/Location |  |
| Activity |  | Date/Location |  |
| Activity |  | Date/Location |  |
| Activity |  | Date/Location |  |
| Activity |  | Date/Location |  |
| **Quarterly Reporting Schedule** | *Provide the Quarterly Reporting Submission dates.* | | |
| Reporting Period |  | Grants Officer Approval Date |  |
| Reporting Period |  | Grants Officer Approval Date |  |
| Reporting Period |  | Grants Officer Approval Date |  |
| Reporting Period |  | Grants Officer Approval Date |  |
| **Monitoring and Evaluation Plan**  Up to 300 words | *How will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it is meeting the goals of the grant?* | | |
| *For example, this program will directly reach/train # of our target audience; participants are surveyed about the program’s quality and effectiveness; etc.* | | | |
| **Key Personnel**  Up to 200 words | *Names, roles, and qualifications of key personnel involved in the program. Estimate what proportion of their time will be used in support of this program. Please attach bios or CVs when submitting proposal.* | | |
|  | | | |
| **Project Partners**  Up to 200 words | *List the names and type of involvement of key partner organizations and sub-awardees.* | | |
|  | | | |
| **US Embassy Involvement** |  | | |
|  | | | |
| **Media Plan and Visibility**  Up to 500 words | *Provide a description of your program`s media strategy. Also describe how you will ensure that your partnership with the U.S. Government is visible to the participants and to indirect audiences by tagging the U.S. Embassy in relevant posts and by using the Embassy logo as well as agreed upon hashtags. Elaborate on your tools and capacity to implement visibility through traditional and/or social media, taking into consideration, however, any cultural and political sensitivities that may affect or compromise the program or the participants.* | | |
| *For example, with regard to social media, you could include a specific number of planned posts per platform and clear goals for engagement, both per post and for the chosen platform as a whole. For traditional media, you could describe your plan to invite appropriate media outlets to cover your programs. The media plan should illustrate how the program`s activities, outcomes and accomplishments will be made visible and create a larger impact by reaching indirect audiences as well program participants.* | | | |
| **Sustainability and Future Funding**  Up to 500 words | *PD Grants are generally meant to provide seed funds for pilot projects that have a likelihood of continuing to provide a positive impact after completion. Explain how the impact of the grant program will continue in the future and become sustainable without future Embassy funding.*  *If requesting U.S. funding for the same program proposal year after year, what steps are you taking to graduate from needing U.S. funding?* | | |
|  | | | |
| **Miscellaneous**  Up to 500 words | *Tell us anything else that you think we need to know about your application that you have not been able to include elsewhere.* | | |
|  | | | |

**SECTION III. Budget**

*(Please use attached Budget Template excel file to calculate costs, then copy and paste table into this section)*

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  | **Total Direct Costs Requested** | **$0.00** |
|  | **Indirect Costs Requested (up to 10% of total direct costs)** | $0.00 |
|  | **TOTAL** | **$0.00** |