

CTR PROJECT PROPOSAL ORGANIZATION NAME

Unique Identifier: Please assign each project a unique identifier based on the following convention: IMPL_MOR-IPM_001 (Implementer Morocco IPM Project Number). Use the first four or five letters of your organization's name or acronym for the implementer code. Please number each proposal you submit, beginning with 001.

Each individual proposal narrative should be no more than four pages in length (not including the budget).

Project Title: Please provide a one-sentence project title that succinctly describes the project and outcome

Project Summary: Please provide a brief and specific summary of what you propose to accomplish, no longer than two paragraphs or 400 words. This must include a succinct description of the project's goal, activities, and deliverables.

Scope of Work: Please provide detailed explanation of how the project will specifically meet the objectives outlined in the project NOFO. It should clearly and succinctly outline when, where, how, and with whom the objectives and deliverables will be met. The scope of work can go into as much detail as necessary to capture all aspects of the project.

Deliverables: Please provide specific information regarding what you will implement or develop as a result of this project (e.g., upgrades completed, equipment installed, etc.). This should be a concise bulleted list outlining quantitative and qualitative deliverables.

Schedule/Timeline: Please provide a timeline for the completion of the overall project and for each specific task, subtask, and deliverable; this should include a timeline for all major milestones and link with the scope of work and deliverables. Please note that this timeline cannot span no more than two years, with one-year timeline strongly preferred.

Previous Work: Please provide information on a recent renovation/refurbishment project as an additional attachment to include before/after photos and/or schematics as well as a list of relevant tasks accomplished

Budget: Please complete the below budget worksheets. Please ensure that there is a clear link and justification between the scope of work and the budget figures. Travel by subject matter experts and participants should be justified as necessary in order to meet the project's objectives.

Point of Contact:

Name:

Position:

Affiliation:

Address:

Office Phone Number:

Mobile Phone Number:

Fax Number:

Email Address:

CTR PROJECT BUDGET

Organization Name

Project Title

Project Duration

		Unit Cost*				Requested Federal Funds	Cost- Share by Applicant	Program Total
		Unit	Number	Amount	Rate			
A.	Personnel	months	persons	salary (month)	% effort			
A.1	<i>US-Based personnel</i>							
A.1.1	[Labor Category]					\$0		\$0
A.1.2	[Labor Category]					\$0		\$0
A.2	<i>Field Personnel</i>							
A.2.1	[Labor Category]					\$0		\$0
A.2.2	[Labor Category]					\$0		\$0
Subtotal Personnel						\$0	\$0	\$0
B.	Fringe Benefits							
B.1	US-Based Personnel Fringe Benefits							\$0
B.2	Field Personnel Fringe Benefits							\$0
Subtotal Fringe Benefits						\$0	\$0	\$0
C.	Travel	# people	#trips/days *	unit cost *				
C.1	<i>International Travel Implementer Staff</i>							
C.1.1	International airfare					\$0		\$0
C.1.2	Per diem					\$0		\$0
C.1.3	Lodging					\$0		\$0
C.1.4	Ground Transportation					\$0		\$0
C.1.5	Other [please list]					\$0		\$0
C.2	<i>International Travel Participants</i>							
C.2.1	International airfare					\$0		\$0
C.2.2	Per diem					\$0		\$0
C.2.3	Lodging					\$0		\$0
C.2.4	Ground transportation					\$0		\$0
C.2.5	Other [please list]					\$0		\$0
C.3	<i>International Travel Consultants</i>							
C.3.1	International airfare					\$0		\$0
C.3.2	Per diem					\$0		\$0

C.3.5	Other [please list]					\$0		\$0
C.4	Domestic Travel Implementer Staff							
C.4.1	Domestic airfare					\$0		\$0
C.4.2	Per diem					\$0		\$0
C.4.3	Lodging					\$0		\$0
C.4.4	Ground transportation					\$0		\$0
	Subtotal Travel					\$0	\$0	\$0
D.	Equipment (> \$5,000 per unit)		# units *		unit cost *			
D.1	(description, ie generators)					\$0		\$0
D.2	(description)					\$0		\$0
	Subtotal Equipment					\$0	\$0	\$0
E.	Supplies (< \$5,000 per unit)		# units		unit cost *			
E.1	(description)					\$0		\$0
	Subtotal Supplies					\$0	\$0	\$0
F.	Contractual (Consultant fees)							
F.1	<i>Expert Consultants</i>	# people	# units *		unit cost *			
F.1.1	Personnel					\$0	\$0	0
F.2	<i>Local Consultant</i>	# people	# units *		unit cost *			
F.2.1	Personnel					\$0	\$0	0
F.3	<i>Contractual - Logistics</i>	# days	# units*		unit cost			
F.3.1	Event Logistics - venue expenses					\$0	\$0	\$0
	Subtotal Contractual					\$0	\$0	\$0
G.	Construction							
G.1	(description)					\$0	\$0	\$0
H.	Other Direct Costs	# people	# units *		unit cost *			
H.1	Telephone, postage					\$0	\$0	\$0
H.2	Emergency/Security Insurance					\$0	\$0	\$0
	Subtotal Other Direct Costs					\$0	\$0	\$0
I.	Total Direct Costs						\$0	\$0
J.	Indirect Costs (%)	0.00%				\$0	\$0	\$0
K.	Total Project Cost	(must match award amount)				\$0	\$0	\$0