1. **Attachments: Proposal Format**

1.Applicant Basic Information

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| Applicant organization/group (if any) | a)  Name of Organization: b)  Address of organization: c)  Email address: d)  WhatsApp number: e)  Website/social media (if any):  |
| Membership (for organizations only) | As of December 2024, how many active members are there in your organization?  |
| Activities | Please describe any activities your organization has implemented in the past two years (2022-2024) in less than 300 words.  |
| Finances/budget management (for organizations only) | a)  Does your organization have a bank account? (Note: You will need to provide evidence/documentation showing proof of this bank account) b)  If the answer to the previous question was no, please describe how finances/donations are managed by your organization (i.e., how funds are managed/used by your organization, who manages the funds, etc.) (Note: You will need to provide evidence/documentation or references of this financial arrangement)  |

**II. Project Description 計畫說明**

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| Project Name |  |
| Location | a) Community/city:b) District/state/province: c) Country/territory:  |
| Challenge/Issue  | In less than 300 words, please describe the challenge/issue that your project will try to address.  |
| Project Objectives  | In less than 300 words, please describe the main objectives of the project, and how it will aim to address the challenges you described in the box below. |
| Project Themes/Priority Areas Covered  | In less than 150 words, please describe which priority areas/themes your project covers (please see the five scopes of project in the Call for Proposals for more information). |
| Project Activities  | In less than 300 words, please describe the activities that you will conduct to achieve the objectives of your project.  |
| Beneficiaries | In less than 300 words, please describe who the project will be targeting.  |
| Sustainability | In less than 300 words, please describe how your project will have lasting impacts beyond the initial project implementation period.  |
| Risks and Risk Mitigation | In less than 300 words, please describe any risks/challenges that you may face in implementing this project, and how you may overcome those risks/challenges.  |
| Monitoring and Evaluation | In less than 300 words, please discuss how you plan to monitor and evaluate your project (i.e., write a biweekly progress report on the project’s implementation) |

**III. Proposed Project Budget Unit: US dollar**

| (No.) | (Item) | (description) | (price) | (quantity) | (subtotal) | (note) |
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