

Date: \_\_\_\_\_

1. **Name of Organization:** \_\_\_\_\_

2. **Project Name:** \_\_\_\_\_

3. **Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

4. **Summarize your Organization's Mission:**

\_\_\_\_\_

5. **Project Context:**

\_\_\_\_\_

6. **Project Description:**

\_\_\_\_\_

7. **Project's main Goal:**

\_\_\_\_\_

8. **Project's measurable Objectives:**

\_\_\_\_\_

9. **Project Timeline:**

\_\_\_\_\_

10. **Team Members involved in the Project:**

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11. **Techniques Used:**

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12: **Evaluation – Methods:**

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13: **Evaluation – Key Performance Indicators and Measures of Success:**

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14. **Challenges which threaten the Project (internal and external):**

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15. **Sustainability – Future opportunities which might result from the Project:**

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16: **Grant Period:** \_\_\_\_\_

17: **[Overall] Organization’s Budget:** \_\_\_\_\_ **(Please Attach)**

18: **[Detailed] Project’s Budget:** \_\_\_\_\_ **(Please Attach)**

19: **Total Amount requested from CottierDonzé Foundation:** \_\_\_\_\_

20: **Information regarding other funders, planned grants and potential funding:**

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21. **Additional Information:**

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**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_