



U.S. Embassy Vilnius

Web: <http://vilnius.usembassy.gov>

E-Mail: VilniusGrants@state.gov

U.S. Embassy Vilnius Grant Proposal

1. Date of Application (Month/Day/Year):

2. Name of Organization/Individual:

3. Title of the Project:

4. Dates of the Project (Month/Day/Year):

FROM:

TO:

5. Amount Requested (in USD):

PROJECT DETAILS

Please enter all necessary information regarding the proposed project below. In this part, please give as many details as possible*. (*continue on a separate sheet if you have more details to add than fit in the box)

1. Proposal Summary

Proposed program description, including program objectives and anticipated impact.

2. Introduction to the Organization or Individual Applying

Describe past and present operations, showing ability to carry out the program.



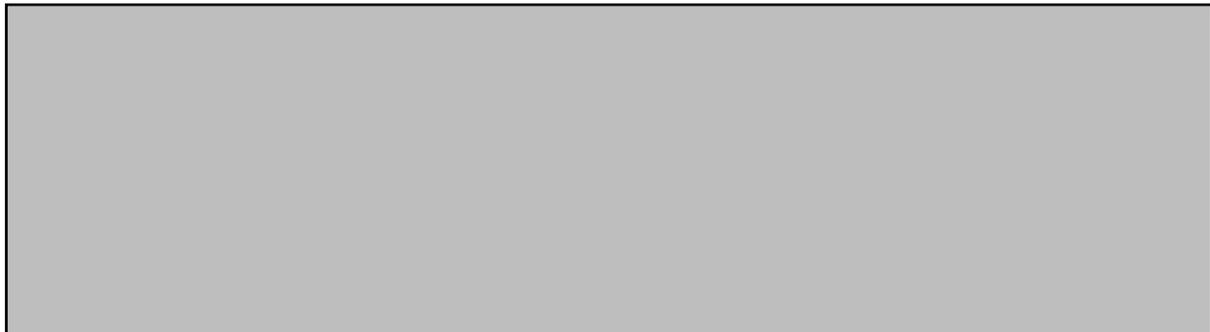
3. Information on All Previous Grants from the U.S. Embassy and/or U.S. Government Agencies

Year, grant number and program name.



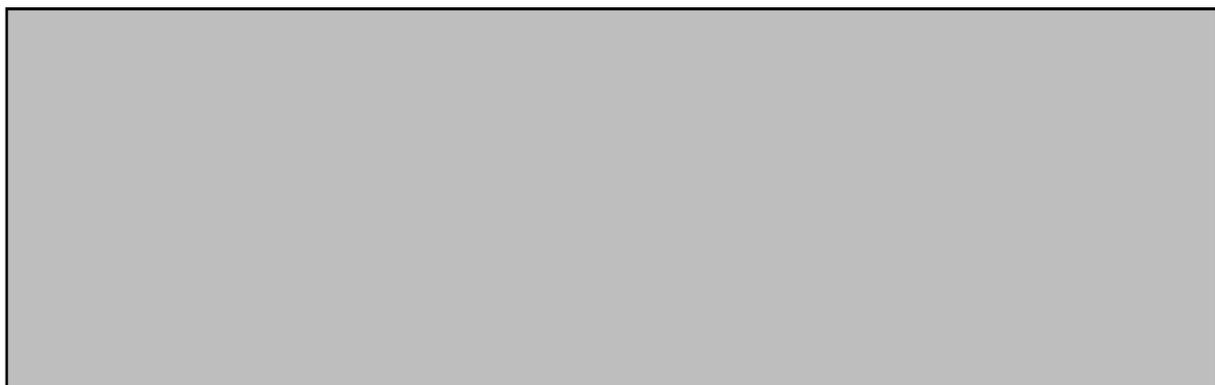
4. Key Personnel for the Project:

Name, title, role, experience, qualifications, proportion of time will be used in support of this program.



5. Problem Statement

A clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed.



6. Target Audience

Describe target audience of your project. List the number of individuals reached by categories such as: attendees, implementers, print readers, broadcast viewers, etc.



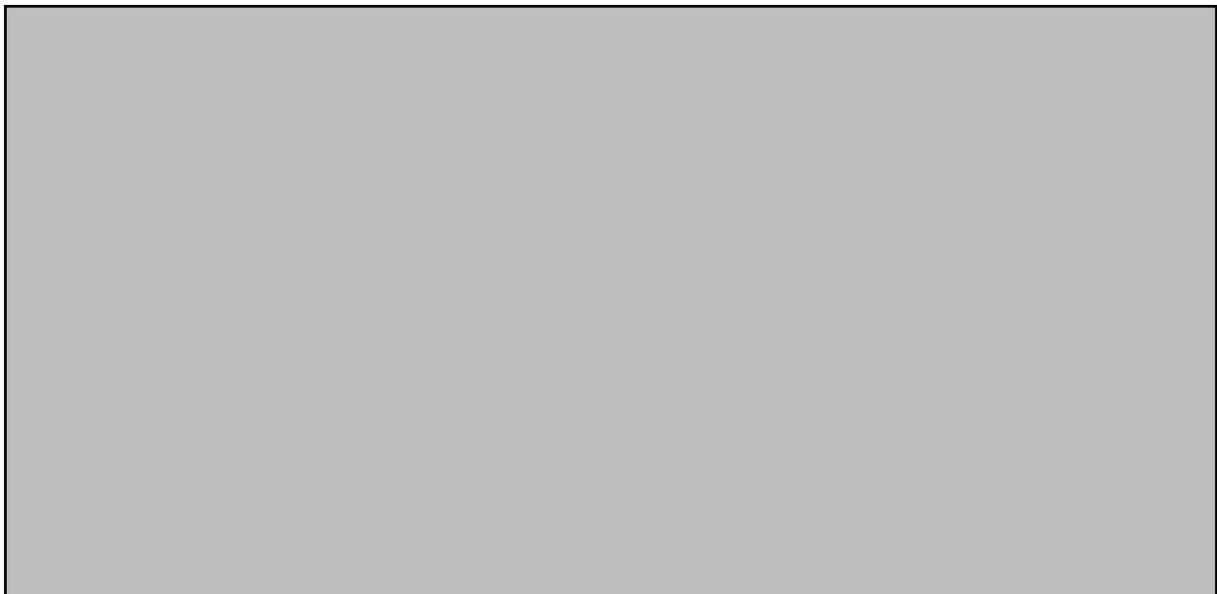
7. Program Goals and Objectives

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.



8. Program Activities

Describe the program activities and how they will help achieve the objectives.



9. Program Evaluation Methods and Design

a) How does the project support U.S. Embassy goals?

b) How the program is expected to solve the stated problem and achieve the goal?

c) How will you evaluate the success of the project?

10. Program Schedule

Proposed timeline for program activities (including planning, specific program activities, and follow-up).

11. Program Monitoring and Evaluation Plan

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?

12. Program Partners

List the names and type of involvement of key partner organizations and sub-awardees.



13. Future Funding or Sustainability

Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.

