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Proposal

Inclusive Solutions for Humanitarian Technology

[INSERT ORG NAME]

Proposals should be written in Ariel, 11 font side and with normal spacing. Please do not adjust the margins of the template and provide no more than 6 pages.

**Guidance for Applicants**

This form is intended to capture essential information about your project proposal and organisational capacity. Proposals should be written in Ariel pt 11. Please do not adjust the margins of the template.

## **Section 1: Applicant Information:**

|  |  |
| --- | --- |
| **Main contact and position:** |  |
| **Contact email:** |  |
| **Organisation(s):** |  |
| **Address:** |  |
| **Website:** |  |
| **Type of Organisation(s):** |  |

## **Section 2: Project Overview:**

|  |  |
| --- | --- |
| **Project Title:** |  |
| **Start Date, key milestones and end date (300 words max):**  Project can start from at least one month prior to applying to allow for decision making, due diligence, and contracting. Project should be completed by February 28th 2025. |  |
| **Contextual Details (500 words max):**  Provide an overview of the contextual dynamics including the type of humanitarian emergency, key actors, ongoing programming, affected community demographics, and drivers of need. |  |

## **Section 3: Project Proposal:**

* 1. **Deliverables and activities**

|  |  |
| --- | --- |
| **Work package:** | **Activities:**  **Please provide details of the specific activities you will conduct in support of these work packages.** |
| 1. **Stakeholder perspective analysis (200 words max)** |  |
| 1. **Participatory workshops (200 words max)** |  |
| 1. **Participatory technology development methodology (200 words max)** |  |
| 1. **Supplementary resources (200 words max)** | . |
| 1. **Communications (200 words max)** |  |

**3.2: Engagement and Evaluation:**

|  |  |
| --- | --- |
| **Stakeholders (200 words max):**  List key stakeholders or partners involved in the project and their roles in the proposed project. |  |
| **Communications and Engagement (200 words max):**  Briefly outline your plan for sharing the project’s progress and/or results with relevant stakeholders. |  |
| **Quality Assurance:**  Provide a framework for validating, defining, and measuring the quality of deliverables. This should include specific methodologies for assessing outputs and a clear plan for how quality assurance will be applied to ensure that all produced materials meet established standards. |  |

## **Section 4: Technical Capacity:**

|  |  |
| --- | --- |
| **Previous Experience (500 words max):**  Provide evidence of successful delivery of similar initiatives within the humanitarian sector, highlighting a strong capacity to produce high-quality outputs and engage effectively with diverse stakeholders, particularly crisis-affected communities. |  |
| **Project Team (200 words max):**  Provide brief bios for key team members, highlighting their relevant experience and/or qualifications. |  |