

AWP Project Proposal Form

To be used by AWP partners when submitting a project proposal for the consideration of funding through AWP.

Project Title

Partner Country

Please specify which country or countries the activity is to occur.

Organisations Involved

Please list the Partner Country organisation(s) and government agencies involved in this activity.

Submitting Organisation

Primary Contact

Title

First

Last

Phone

Email

1. Activity Description

Please provide a detailed description of your proposed activity.

2 Background and Context

Explain the background and rationale to this proposed activity. Please explain whether there are links to current or recent activities to which this activity has relevance. AWP funds activities and projects that clearly align with identified needs (demand) from developing countries and AWP's International Partners. How will this activity/project meet the identified needs of the country or region? Provide evidence of the demand-led nature of this activity as an attachment.

Evidence of demand-led nature of this activity (optional)

3. Alignment with AWP's Mission & Goals

The AWP assesses applications for funding according to mission and goals. How does your activity align with [AWP's Mission & Goals](#).

Alignment with AWP's Mission & Goals

4. Objectives

Specify clearly and concisely the objectives of this activity.

5. Methodology and Timing

Please provide a detailed methodology of how the activity is to be undertaken. To assess the justification of the budget and feasibility of the activity, please outline the approach to be undertaken to implement the activity. Please provide an indicative timeline.

6. Outputs

Please describe the expected outputs from the activity. Some outputs might be knowledge products or services, and these should be clearly specified.

7. Outcomes

Please describe the expected outputs from the activity. Some outputs might be knowledge products or services, and these should be clearly specified.

Indicate the expected early and longer-term outcomes and contribution to AWP's [Theory of Change](#). Bear in mind that AWP expects projects to enable our international partners to more *sustainably* manage their water resources, with specific dimensions of *more equitable, efficient and environmentally sustainable water use, greater participation of private sector actors, and/or improved governance*. Projects should aim to enable one or more of these outcomes.

8. Budget

A detailed budget is required for AWP to make an informed assessment of this proposal and its value for money. We will require detailed cost breakdowns on salaries and professional fees, accommodation, travel costs, materials, management fees etc. Ideally, projects should be co-funded by partner countries as cash and/or in-kind, but this is not always possible nor mandatory. Professional fees and salaries can be indicated as an average for all participants in the activity but we will require an hourly or daily rate.

A budget template is provided which you can amend to suit your specific activity or provide your own

budget justification as appropriate.

Please download the [budget template](#) and upload once completed.

Budget

9. Suggested Milestones

Please provide an indicative listing of your project or activity milestones. These would be particular trigger points, achievements, outputs or deliverables. Examples include signing of an AWP agreement, completion of an event or report, production of a plan or related achievements at points in time. Where milestones trigger AWP payment, please provide an indicative budget where relevant. These milestones will be negotiated in the development of a contract.

Please download the [suggested milestones template](#) and upload once completed.

Suggested milestones

10. Partners and partnering

Please describe which partners will participate in the project or activity and how they will interact or collaborate to meet the project objectives. Also provide detail of the skills and expertise of people involved in the implementation of this proposal. Updated CVs can be provided as Appendices to this proposal.

11. Gender Equity and Social Inclusion (GESI)

AWP places high importance on considerations of gender equity and social inclusion. Where appropriate, specialist skills and knowledge should be brought into the proposal.

12. Monitoring & Evaluation

Aid sector projects attract heavy scrutiny and require dedicated, appropriate M&E. How will the activity outputs and outcomes be monitored and evaluated?

13. Capacity Building and Knowledge Sharing

Please provide details of how knowledge will be shared from this activity and what initiatives will be undertaken to build capacity. Consideration needs to be given to key audiences and communication pathways for this activity.

14. Risk Management

Please list activity risks and approaches to manage these risks.

Appendix A

You may append additional information such as CVs, supporting letters or evidence of prior engagement as appendices, in support of your application.

For Reference Only - Not For Submission