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# PROPOSAL

***Developing Tools on Building Coalitions at Local Level***

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| --- | --- |
| **ORGANIZATION** | Name  Address |
| **PROJECT DURATION** |  |
| **AMOUNT** | USD $ |
| **CONTACT** | Name, Title  Email  Telephone |
| **SUBMISSION**  **INFORMATION** | **Submitted on:**  **Submitted to:**  Name, Title  Global Disaster Preparedness Center  *hosted by the American Red Cross*  Email  Phone number |

# Context

**Background on organization**

Provide a short description of the background of your organization (should not exceed half page)

# PROJECT Proposal

**Rationale**

* How will your suggested approach meet the goals and objectives of the consultancy?

**Major milestones and Key activities**

* What are the major milestones/steps the project will take to achieve its goal and objectives?

**Contributing partners**

* What other people or organizations would you involve in the project?

**Project Timeline**

* Insert timeline of the information provided in the Major Milestones and activities section

# Expected Results

**Outputs and Deliverables**

* What are the key outputs and deliverables? Are there any additions or modifications to these deliverables that you propose?

# Organization Information

**Value added**

Why are you or your organization uniquely positioned to implement this project?

**Staff background**

Provide a short bio on the key personnel that would be involved in this project.

# Workplan and Budget

*Please prove the following as appendices*

Appendix I: Workplan

Please include a detailed workplan

Appendix II: Budget

Please provide a detailed budget, being sure to address the following Broken down according types of expenses:

Personnel

Benefits

Travel (travel for piloting in Indonesia and Vanuatu)

Supplies

Equipment

Building & Occupancy

Professional Fees and Consultancies

Support and Other Services

Indirect Costs or Overhead