**SOUTH ASIA SMALL GRANTS PROGRAM - BANGLADESH**

THE ASIA FOUNDATION

ANNEX I: GRANT APPLICATION FORM

**A. Primary Information about the applicant not-for-profit organization/consortium of organizations**

|  |  |
| --- | --- |
| 1. Name of the organization (s)

(Abbreviation in brackets, if any) |  |
| 1. Name of the organization (s) in Bangla, if any.
 |  |
| 1. Postal Address (include only that of the lead organization if the application is for a consortium)
 |  |
| 1. Contact Person's name, designation and contact details (include only that of the lead organization)
 | Name: Designation:Tel: mobile: Fax: email: |

*Please note that if the grant application is by a consortium of organizations only information regarding the lead organization is required for the following sections.*

**B: Legal status of the applicant not-for-profit organization**

|  |  |
| --- | --- |
| 1. Legal status of the Organization
 | [ ] Registered (Please provide certified copies of the organizational registration document.)[ ] Not registered yet  |
| 1. Organization is registered as
 | [ ]  A nongovernmental organization[ ]  A civil society organization[ ]  A trust or foundation[ ]  A research/academic institute[ ]  A community-based organization[ ]  Other. Please specify:.................................. |
| 1. Organization is registered at

(If more than one of the following options are applicable, please mark them) | [ ]  District/Divisional Secretariat [ ]  NGO Affairs Bureau (NGOAB)[ ]  The Registrar of Joint Stock Companies and Firms (RJSC)[ ]  Department of Social services[ ] Other. Please specify: ................................ |
| 1. Registration Number/s
 |  |
| 1. Year of establishment
 | Year Month  |

**C: Organizational focus**

1. How does your organization make a difference in your country/community? *(not more than 100 words)*

|  |
| --- |
| Please elaborate on the impact your organization has and how successful you have been at fulfilling your mandate. |
|   |

1. List specific upazila/districts/divisions that your organization has worked in or is currently working in:

|  |  |
| --- | --- |
| Upazila |  |
| Districts |  |
| Divisional Secretariats |  |

1. What are the thematic areas that your organization has worked on? *(you can select more than one check box)*

|  |  |
| --- | --- |
|[ ]  Right to Information  |[ ]  Anti-corruption  |
|[ ]  Oversight of contracts and international agreements  |[ ]  Budget transparency  |
|[ ]  Public procurement  |[ ]  Public sector transparency  |
|[ ]  Civic engagement in government  |[ ]   Participatory planning process  |
|[ ]  Strengthening the judiciary  |[ ]  Investigative journalism  |
|[ ]  Journalism training  |[ ]  Combatting disinformation online  |
|[ ]  Open data initiatives  |[ ]  Promoting affirmative action  |
|[ ]  e-governance  |[ ]  Disclosure in public sector  |
|[ ]  Others. Please specify  |

1. Who are your primary and secondary stakeholders?

|  |
| --- |
|    |

1. Board of Directors /Governing Board/Executive Board (please add rows when necessary)

| Name  |  Sex (M/F) |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**D: Engagement and experience in governance programming**

1. Mention key projects/initiatives in the governance sector implemented by the organization during the last five years including those that are ongoing.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of the project/initiative | Project period | Objective/goal | Funding source | Geographic focus |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. List the organizations that you have collaborated with over the last five years.

|  |  |  |  |
| --- | --- | --- | --- |
| National Government (eg: ministries, departments) | Local Government(eg: union parishad, upazila parishad, Zila parishad) | CSOs | Private Sector and Others(eg: business associations, universities) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**E: Financial Management**

1. Provide a list of current and previous donors and amounts funded for the period of last three years.

|  |  |  |
| --- | --- | --- |
| Donor | Project Duration | Funding amount (BDT) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. Does the organization conduct annual financial audits?

[ ]  Yes

[ ]  No

*If yes, you will be required to provide a copy of the latest audit report at a later stage of the selection process.*

I hereby certify that the above statements are true and correct to the best of my knowledge.

Name

Date