

PARTNERS INTERNATIONAL

PROJECT PROPOSAL



To ask Partners International to work together with you on a project, please create a project proposal that covers the following questions. This will help us to confirm that the project fits into the mission scope of Partners International and to know whether we are likely to be able to provide what you are asking for. If you also have questions to ask of us, please send those along with your proposal.

1.0 Proposal Title

- 1.1 The name of your organization
- 1.2 The name of the project
- 1.3 Your name and your title
- 1.4 Date

2.0 Project Description

- 2.1 Describe the project (project details and explanation, the size of the project, the cultural context).
- 2.2 What is the need that this project is intended to address?
- 2.3 How do you hope this project will change the lives of the people it is intended to help?
- 2.4 What measurable outcomes do you expect as a result of this project (for example, number of people helped, number of leaders trained, etc.).
- 2.5 How will this project help meet your ministry objectives as outlined in the Partnership Development Plan?

3.0 Finances

- 3.1 Give the total cost for the project.
- 3.2 How much of this will be provided with funds from your local area?
- 3.3 Are you asking other organizations outside your country for funds for this project? If so, give the names of the organizations and the amounts you are requesting.
- 3.4 How much are you asking Partners International to provide? Is this a one-time cost or an on-going need? Give the total amount and a brief line by line budget.
- 3.5 What other help, besides funding, might Partners be able to provide for this project?

4.0 Timetable

- 4.1 Give a timeline for this project including: (1) the start date, (2) when funds are needed from Partners, and (3) the end date for the project, and (4) when funds are no longer needed from Partners.
- 4.2 How will we know when the help from Partners has achieved its objective?
- 4.3 If this is an on-going project, what plans are in place so that at some point your organization can continue the project without assistance from Partners?

5.0 Reporting

- 5.1 Will your ministry be able to meet the typical reporting frequency of Partners by providing at least two reports per year, due in January and June?
- 5.2 Who will be responsible to provide reports on this project?

6.0 Signatures

By checking this box and typing/printing my name below, I approve this project for submission to Partners International and verify that a second person, a ministry staff member or board member, has also reviewed and approved the submission of this proposal.

Name & Title:

Date:

7.0 Submission of Form

The completed proposal should be sent to the Area Director for your region and to the Partners International office.

Partners International, attention Mark Bardwell
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