**Annex 1: PROPOSAL TEMPLATE**

The following is the template for the full proposal. Please note that the categories in the following template are all required, however partners may decide to include additional details or data to support their proposal.

**Section 1: BACKGROUND**

|  |  |
| --- | --- |
| **Programme**  **Type** | FLOURISH Mentorship Fund |
| **Title** |  |
| **Duration of grant (August - October 2025)** |  |

**Section 2: CONTACT DETAILS**

|  |  |
| --- | --- |
| **Organisation** |  |
| **State:** |  |
| **Address:** |  |
| **Contact emails:** |  |
| **Website:** |  |
| **Social media**  **accounts**  **(Facebook,**  **Instagram,**  **Twitter,**  **LinkedIn):** |  |
| **Have you undergo FLOURISH mentorship training organized by ActionAid? Briefly explain** |  |

**Section 3.1: PROJECT OVERVIEW**

|  |  |
| --- | --- |
| **Project**  **Summary, goals and objectives**  **(max. 300**  **words)** | ***Please describe the initiative in a maximum 300 words.*** |
| **Section 3.2: WORK PLAN AND ACTIVITIES** | |
| **Three (3) months project work plan.** | *Please provide a written description or Word attachment of your work plan based on the activities or project you want to implement.* |
| **Section 3.3: TIMELINE** | |
| **Project timeline** | *Please add a timeline – reminder the grant runs from August to October 2025.* |
| **Section 3.4: SUSTAINABILITY** | |
| **Sustainability:** | *Please detail how / will these activities continue / have an impact after the project implementation phase? (maximum. 300 words.)* |
| **Section 3.5: EXPECTED RESULTS** | |
| **Expected**  **results/**  **indicators:** | *Please link all the work plan activities to the expected results and indicators. (objectives, output, outcome)* |
| **Section 3.6: INNOVATION** | |
| **Innovation** | *Briefly highlight key innovation you intend to bring into your project/activities.* |
| **Data**  **Management**  **Monitoring &**  **Evaluation**  **tool:** | *How and when will you measure the activities, results and impact?* |
| **Section 3.7: PROGRAMME TEAM COMPOSITION** | |
| **Organisation**  **/ Team** | *Please describe here how your organisation and team has the capabilities to deliver the programme of activities and how you will deliver to meet the objectives.* |
| **Section 4: BUDGET** | |
| **Total Budget –**  **Total amount**  **of programme:** | *Please indicate the total amount you will spend on these activities in Naira(put your budget in lumpsum here and do the budget break down in the budget template in Annex 2)* |
| **Financial**  **Sustainability** | *Please detail whether you have identified additional sources of funding (optional), or how you would contribute to financial sustainability of the activities.* |