

**Application Template
for Humanitarian/Resident Coordinators for CERF Grants 2007**

| | |
|---|---|
| Country: | |
| Humanitarian/Resident Coordinator: | |
| CERF Window: | <input type="checkbox"/> Rapid Response Grant <input type="checkbox"/> Under-Funded Grant |

Grant request summary:

| | |
|--|--|
| Total amount of humanitarian funding required for 2007: | |
| Total amount of CERF funding requested: | |
| Total number of beneficiaries targeted by the CERF grant request (disaggregated by sex/age): | |
| Geographic areas of implementation: | |

A. Humanitarian Context (1 page)

- Describe the country/regional humanitarian situation, including the cause of the crisis and the number and type of the affected population.
- List the overall humanitarian needs. ** Reference needs assessment findings and include key data such as mortality and morbidity rates and nutritional status, and how the data differs among specific groups and/or geographic regions.*
- Describe the priority humanitarian actions that are required and the implications if the needs are not met.
- Describe the humanitarian response plans/priorities and any gaps in the response by sector and the reasons for the gaps (e.g. access, security, funding).

B. Grant Request Justification (1 page)

- Describe the activities that CERF funding will cover, providing justification by sector for the CERF project allocations and mentioning key population groups and/or regions that will benefit from CERF funding.
- Explain the decision-making process and/or criteria used to identify priority area/sectors for CERF funding and the method for vetting and selecting projects for inclusion in the grant request package. Please include information about the roles of the humanitarian country team and the role of the cluster/sector leads in the decision-making process in addition to providing specific reference as to how NGOs were included in the process.
- Describe the methods used and challenges faced when assessing the needs of the affected populations and the funding levels in order to prioritize the life-saving or core humanitarian aspects of the overall humanitarian response plan/strategy.
- Confirm that agency internal reserves or other donor funds are not immediately available and/or appropriate to fund the proposed activities

** Only projects meeting the life-saving criteria and that are under-funded should be included in the proposal. Projects that do not meet the agreed criteria will not be considered by the ERC.*

C. PROJECT SUMMARIES (2 pages each)

| | |
|----------|--|
| CERF No. | |
| Date | |

To be filled in by the CERF Secretariat

| | |
|--------------------------------------|---|
| Requesting Agency: | |
| Project Title: | |
| CAP/Flash Appeal Project Code | <i>(Mandatory to provide where an appeal exists. If not, CERF will return the application to agency with no further action)</i> |
| Sector: | |
| Targeted Beneficiaries: | <i>(total disaggregated by sex/age)</i> |
| Implementing Partners: | <i>(List only those partners that will benefit from CERF funding, including the activities planned and grant amount per implementing partner)</i> |
| Total Project Budget: | |
| Amount Requested from CERF: | |

Project Summary

Note: briefly describe how CERF funding will be used to support life-saving/core humanitarian activities. Include any relevant assessment data to support the submission. [1-2 paragraphs]

Description of the CERF Component of the Project

(a) Objective

The objective should be specific, measurable, achievable, relevant and time-bound.

(b) Proposed Activities

List the project's main activities.

(c) Expected Outcomes

Explain the results you expect to have at the end of the CERF grant period, and no more than five indicators you will use to measure the extent to which those results have been achieved

(d) Implementation Plan

Explain planned mechanisms for implementation. Specifically, report planned grants to implementing partners, including NGOs, government actors, etc.

Budget (CERF component only)

| Cost breakdown | Amount (USD) |
|--|---------------------|
| A. Staff costs <i>(salaries and other entitlements)</i> | - |
| B. Travel | - |
| C. Contractual Services <i>(please itemize below; add rows if necessary)</i> | - |
| D. Operations <i>(please itemize below; add rows if necessary)</i> | - |
| | - |
| | - |
| | - |
| E. Acquisitions <i>(please itemize below; add rows if necessary)</i> | - |
| F. Other | - |
| Subtotal project requirements | - |
| G. Indirect programme support costs <i>(not to exceed 7% of subtotal project costs)</i> | |
| PSC amount | - |
| Total cost | - |

D. CERF Project Allocation Table

Date:

Country:

CERF window:

| | Requesting Agency | Project Title and CAP/Flash Appeal Project code (if applicable) | Sector | Total Project Budget | Percentage of funding received to date | Amount requested from CERF | Additional Justification (if needed) |
|----|-------------------|---|--------|----------------------|--|----------------------------|--------------------------------------|
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