

**FRIENDS OF NEPAL  
GRANT REQUEST APPLICATION**

<b>Requesting Organization Summary Information</b>		
Organization Name: _____ _____		
<b>Contact Name(s)</b>		
<i>Name</i>	<i>Title</i>	<i>Location (Nepal or U.S.)</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>Address Information</b>		
<i>In Nepal</i>	<i>In the United States (if applicable)</i>	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
<b>Telephone Number(s)</b>		
<i>In Nepal</i>	<i>In the United States</i>	
_____	_____	
<b>Fax Number(s)</b>		
<i>In Nepal</i>	<i>In the United States</i>	
_____	_____	

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## **Introduction**

The Friends of Nepal (FoN) is a non-government organization comprised of former Peace Corps Volunteers who served in Nepal. All work completed by FoN is through the efforts of volunteer members scattered throughout the United States. FoN's operating budget is provided entirely through the membership dues and other contributions of our members. FoN's primary objectives are threefold: (1) to provide a communication vehicle for returned Peace Corps Volunteers about Nepal and the U.S. Peace Corps' efforts there; (2) to continue building and strengthening relationships with people in Nepal; and (3) to provide assistance on development projects and issues.

The primary tool that FoN uses to provide assistance for development projects in Nepal is through direct grants to grassroots organizations. Each year, FoN provides financial grants ranging from \$500 USD to \$1500 USD for specific projects. The projects funded cover a range of services including the purchase of medical equipment, funding school construction projects, and supplementing the operating budgets of service organizations.

## **The Application**

To evaluate potential projects and funding requests, FoN requires completion of the following application. The questions included seek an understanding of the needs in the community or organization requesting assistance as well as understanding of the proposed use of the funds provided. Answers to each question are critical to the timely review of the grant request and to eventual funding of the project. Applicants may also attach any additional information that will be helpful in evaluating the project.

## **Who Is Eligible to Apply?**

Any individual or organization located in either the United States or Nepal. The organization must be providing direct services or assistance in Nepal to be eligible for a FoN grant. Individuals or organizations applying from the United States must also have a contact or representative in Nepal in order to be eligible to receive approval. The beneficiary organization or community must demonstrate involvement and commitment to the project through donations of volunteer labor, materials, or money.

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Please answer the following questions as completely as possible. Use additional pages as necessary.

1. **Your Organization** - Please describe the nature of your organization: its goals, history, and future plans. Include information on locations, number of individuals involved, communities served, on-going or previous projects, and funding sources. (You can attach a brochure or annual report if it contains this information.)

2. **Project Description** -  
(a) Please provide a full description of the project for which your organization is requesting funding.

The project will enhance (place an "X" in the blank that applies)

- Agriculture/Forestry
- Health, including sanitary water supply
- Small businesses
- Education, including literacy and family planning
- Other

- (b) Please describe the affected community.  
Name the village, city, and/or region where the beneficiaries live:

Give the approximate population of that village, city, and/or region:

(c) Has the project been completed previously? If so, what were the results?

(d) When is the planned starting date of the project?

(e) If applicable, please provide information on the length of the project.

3. **Project Budget**

(a) Please provide details on the total amount of the grant money requested. Segregate the costs into definable sub-amounts such as equipment, transportation, materials, labor, etc. If appropriate, you may attach a project budget to the application to answer this question.

(b) Of the project total amount, how much is already available?

(d) How was the amount already available raised?

(e) If the amount requested through the grant does not equal the project total and the remainder is not already available, how does your organization plan to raise the balance?

(f) When is the grant money required?

4. **Community Involvement** - Please provide a description of the involvement of the affected community. FoN considers local participation critical to the success of any aid/donor project. The applicant must be able to demonstrate the contribution of the affected community, either through fundraising, decision-making, or volunteer time and labor.

5. **Project Evaluation Information**

(a) Identify the names and qualifications (briefly describe) of persons who will provide technical advice and guidance in planning and executing the project.

(b) Identify a reliable person in the project area, such as (but not limited to) a local government official, U.S. Peace Corps Volunteer, development worker to report on the progress and completion of the funded activities to FoN. This person must include a letter of commitment with the application. This person must be independent of the applicant.

6. **Other Information** - Please include here any other details that you consider important for FoN to consider when evaluating your grant request.

**Application Completed By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Return Completed Application Materials To:**

Friends of Nepal  
421 S. 16<sup>th</sup> Street  
Philadelphia, PA 19146-1657  
U.S.A

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