

Small Actions- Project Proposal to SDC

Basic Details

Project Name	<i>Title of Project</i>
Geographical Areas Covered	<i>Please describe geographical areas impacted</i>
Duration	<i>Duration of entire project</i>
Implementing Organization	<i>Address and Contact Details of implementing organization</i>

Project Details

Context and Relevance	<i>Briefly describe context. What is the project trying to change and why is it needed?</i>
Objectives	<i>Please list main objectives</i>
Proposed Interventions	<i>List main interventions proposed</i>
Target Group	<i>List main target group and any other impact groups</i>

Performance Management

Key Outputs	<i>Please list key outputs of this project</i>
Key Outcomes	<i>Please describe anticipated outcomes</i>
Indicators of Outcomes	<i>Please list clear indicators of anticipated outcomes</i>
Data used to support Indicators	<i>Please describe data sources used to verify indicators listed above</i>
Risks/ Assumptions	<i>Please list any risks/assumptions affecting project implementation</i>
Monitoring and Evaluation Plan	<i>Please describe briefly how the project will be monitored and who will be responsible.</i>
Reporting Plan	<i>Please list planned dates to hand in 1) Mid-term and 2) Final Operational and Financial reports</i>

Budget

Item	Cost/Unit (LKR)	Type of Unit	Number Units	Total Cost (LKR)	Why is this cost item needed?
<i>Please list all cost items budgeted for under this project</i>					
Total Cost					
<i>Financial co-contribution from implementing organization (at least 25% is required)</i>					
Expected financial contribution from SDC					