#### PROJECT PROPOSAL TEMPLATE<sup>1</sup>

Proposal date & version	dd/mm/yyyy Version Number:
Title	
Area (such as transport, social affairs, water etc)	
Name of Promoter(s) (specify lead promoter in case of consortium)	
Geographical scope (regional/sub- regional/transnational)	
Location	
Countries involved (and regions/towns if applicable)	
Proposed starting date (mm/yyyy)	
Project duration (in months)	
Total Cost (in Eur)	
Contribution of the promoter (and/or secured from donors)	
PROJECT SCOPE	
Include a shart summary of 5–6 lines of the project explaining what are the main objectives and activities	

#### CONTENT

- I. Project Scope
- II. Background and Rationale
- III. Objectives and Expected Results
- IV. Management and Implementation
- V. Monitoring and Evaluation
- VI. Budget and Financial Plan
- VII. Contact details
- VIII. Annexes

<sup>1</sup> The first project proposal should not exceed 15 pages (annexes not included)

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**Wolfgang Guggemos** 

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