



PROJECT PROPOSAL TEMPLATE¹

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 <i>Include a short summary of 5-6 lines of the project explaining what are the main objectives and activities</i>	

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](#)
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¹ The first project proposal should not exceed 15 pages (annexes not included).

Sample Project Proposal Document

Annelies Wilder-Smith



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