

## SUGGESTED PROJECT PROPOSAL FRAMEWORK

### I. BASIC INFORMATION SHEET

Name of the Project	
Name of the organization	
Key responsible person for project management and contact details	
Requested period of support	
Total project cost (excluding In-kind contribution)	

- A. Project Title**
- B. Background**
- C. Target Beneficiaries / Stakeholders**
- D. Goal/ Purpose/ Objectives**
- E. Indicators of the project's success**
- F. Project duration**
- G. Role of the Chamber**
  - Program Operation
  - Financial Management
- H. Project Planning and Progress Review**
- I. Project Event Documentation**
- J. Fund requirements**