****

**Art Grant (2019)**

**Concept Note Template**

Thank you for your interest in our call for proposals, full details of which can be found at [www.almadadfoundation.org/art-grant-2019](http://www.almadadfoundation.org/art-grant-2019).

To apply, please complete the template below, paying particular attention that you do not exceed the space specified for each question in Section C, using a font size of at least 11.5 and 1 point line spacing. Return the completed template to contact@almadadfoundation.org

We look forward to reading your application and learning about your work.

Al Madad Foundation Team

1. **Key Information**

|  |  |
| --- | --- |
| Organisation name |  |
| Registration number |  |
| Country of registration |  |
| Countries of activity |  |
| Contact person/s |  |
| Position |  |
| Postal address |  |
| Email address |  |
| Telephone number |  |
| Website |  |
| Social media handles |  |
| Skype ID |  |

1. **Project Information Summary**

|  |  |
| --- | --- |
| Title of project |  |
| Location of implementation |  |
| Duration of project |  |
| Target beneficial group |  |
| Main outcomes |  |
| Total cost | £ |
| Amount requested | £ |

1. **Narrative**

**A note on innovation:** ‘Innovation’ could mean an entirely new project, or a new element within an existing project (e.g. hiring an Art Therapist at a non-formal education centre, or starting music lessons within an orphanage), but the innovation must be made clear within this application

1. Describe the need for this project, its relevance to the geographic area in which it would be implemented and how it demonstrates innovation - 1 page
2. Describe the thought-process that led you to suggesting the innovative element of your project (an existing project highlighted a need, work elsewhere in the field showed a necessity to implement this particular project) - ½ page
3. Explain how this project would support Al Madad Foundation’s Strategic Priorities and the objectives of this call -½ page
4. Write a brief description of the suggested project activities, or the project activities related to and of your innovation (the latter in the case of an existing project) and describe how these will address the needs of the target beneficial group - 2 pages
5. If the project would involve any additional partners, please briefly describe their role - ½ page
6. **Budget**
7. Please complete the summary information table below. The figures may be amended/adjusted in the event you are asked to submit a full application.

|  |  |
| --- | --- |
| **Item** | **Total requested from Al Madad** |
| **Project activities** | **£** |
| **Human Resources** | **£** |
| **Overhead** | **£** |
| **Other costs** | **£** |
| **Total** | **£** |