**Proposal Description**

**Instructions:**Pleasecomplete your proposal in English or Spanish using this template. Use a minimum font of 11 and keep to the maximum number of words indicated in each section. This description must be accompanied by a budget and a work plan.

The Budget document should indicate personnel monthly and total costs, noting percent of time assigned to each team member, operational costs for each activity, administrative and indirect costs. The Work plan should indicate when each activity will take place and the responsible team member. Please send these three documents before the deadline to [advocacy@colansa.org](mailto:advocacy@colansa.org)

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| **Organization** | |
| Legal Name |  |
| Mailing address |  |
| Telephone (with country code) |  |
| Website and/or social media |  |
| **Primary person responsible for the project** | |
| Name | |
| E-mail, cell phone and address | |
| **About the project** | |
| Title (not more than 15 words) | |
| Total amount requested (in US dollars) | |
| Length of project (not more than 12 months) | |
| Proposed start date of the project (DD/MM/YY) | |
| Project reach (national, subnational, other) | |
| Scope (direct population impact in number of people) | |
| **Project description** | |
| Provide a summary of the project(not more than 300 words, please) | |
| Identify the project’s general and specificobjectives. (objectives should be measurable) | |
| Describe the context and opportunities to successfully complete the proposed project. Justify and describe the extent to which your organization can assume the commitment proposed (not more than 250 words). | |
| Mention any partners you will work with (civil society organizations, research groups, government representatives, others), and briefly describe their respective roles (not more than 200 words). | |
| Describe the strategies and activities that correspond to each proposed specific objective.(not more than 600 words) | |
| Identify any challenges that may arise and how you plan to address them (not more than 200 words). | |
| Provide a brief overview of the team members who will have assigned activities in this project. Describe their position and experience in the subject (not more than 200 words). | |
| Tell us about the organization, its mission, and the experience you have to execute your proposed project (not more than 300 words). | |