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**In-Country Micro-Projects**

**Scheme (ICMPS)**

**2023 Application Form**

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| **Title of the project:** |  |
| **Name of applicant:** |  |
| **Date of submission:** |  |

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| **SECTION 1: ORGANISATIONAL DETAILS** | |
| **Name of Applicant Organisation** |  |
| **Province/Region (supply map areas if possible)** |  |
| **Country** |  |
| **Name of Contact Person:** |  |
| **Full Postal Address:** |  |
| **Tel:** |  |
| **E-mail:** |  |
| **Website:** |  |
| **Organisational Status** (i.e. Charity, Limited Company, Private Unlimited Company, Company Limited by Guarantee, Trade Union Other – please state) |  |
| **Charity Number (if applicable):** |  |
| **Company Number (if applicable):** |  |

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| **SECTION 2: PROJECT SUMMARY** | | |
| **Project Title:** | | |
| **Brief Project Description** | | |
| **Relevant Sustainable Development Goals (max. two):** | | |
| **Brief description of relevance *to*** [***A Better World, Ireland’s International Development Policy***](https://www.irishaid.ie/media/irishaid/aboutus/abetterworldirelandspolicyforinternationaldevelopment/A-Better-World-Irelands-Policy-for-International-Development.pdf) | | |
| **Project Duration:** | | |
| **Project Start Date:** | | |
| **NGO Expertise/Experience in the Locality:** | | |
| **National or Local Government Approval:** | | |
| **Amount Requested:** | **€** | **Local Currency:** |
| **Amount requested as a percentage of total project cost** | | **%** |
| **Previous Funding under the In-Country Micro-Projects Scheme (if yes, provide details):** | | |

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| **SECTION 3: PROJECT DETAILS (Please refer to the 2023 ICMPS Guidance Note)** |
| **Problem:** Identify the problem to be addressed. Outline the specific aspects of poverty the project aiming to address (e.g. low enrolment of children in school, food shortages, high incidence of communicable disease, poor access to essential services – health, education, water, etc.) |
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| **Baseline:** Were any feasibility studies/baseline surveys undertaken? If so, please provide details |
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| **Expected Outcomes:**  State the expected outcomes that the project is aiming for. (Outcomes are the overall benefits and/or changes arising in the external environment and refer to the longer term results achieved) |
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| **Objectives:** State the expected measurable objectives of the project (i.e. the expected result at the end of the planned intervention). |
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| **Approach:** Provide details on the project approach to address the problems identified. State why this approach is considered to be the most effective way of achieving the project outcome. State why the project location has been selected. Justify the timeframe and scope. |
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| **Beneficiaries:** Provide details of the proposed beneficiaries (including types, e.g. male/female, children). State why and how they were chosen and also state the expected *number* of beneficiaries. |
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| **Participation:** State the role of beneficiaries in project design, implementation, monitoring and evaluation. |
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| **Coordination:** Are there similar projects being undertaken in the locality by others?Explain how the project will be coordinated with other development actors (including local/national government where appropriate) and how duplication of effort will be avoided. |
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| **Sustainability:** Outline how project benefits will be sustained beyond the life of the project. |
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| **Project Risks:** Please define the risks associated with the project and outline actions to mitigate the likelihood of the risk occurring as well as actions to mitigate impact of occurrence. |
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| **SECTION 3: FINANCIAL DETAILS** |
| **Resources:** The material and personnel resources needed to undertake the planned activities should be clarified here. It is important to list all requirements and to show how necessary inputs will be obtained, not just those for which support from Irish Aid is being sought. There may be local contributions e.g. voluntary labour, government assistance etc., should also be specified. Funding by donors other than Irish Aid should also be indicated. |
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| **Financial Planning, Management and Control:** Who will be responsible for planning, management and control of the project finances and what are their qualifications/experience? |
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**Project Budget** (Local Currency)

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| **A. Incoming Resources** |  |  | **Year 1 Budget** | |  | **Year 2 Budget** | |  | **Year 3 Budget** | |
| Irish Aid Funding |  |  |  | |  |  | |  | |
| **B. Other Funding** |  |  |  |  |  |  |  |  |  |  |
| Own Resources |  |  |  | |  |  | |  |  | |
| Other Sources (List must include donor(s) name(s). Use extra lines as required) |  |  |  | |  |  | |  |  | |
| Total Incoming Resources (A + B) |  |  |  | |  |  | |  |  | |
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| **Project Budget\***  Please list all anticipated budget elements |  |  | **Year 1**  **Total**  **Project**  **Budget** | **Year 1**  **Irish**  **Aid**  **Budget** |  | **Year 2**  **Total**  **Project Budget** | **Year 2**  **Irish**  **Aid**  **Budget** |  | **Year 3**  **Total**  **Project Budget** | **Year 3**  **Irish**  **Aid**  **Budget** |
| **1. Direct Project Costs\*** |  |  |  |  |  |  |  |  |  |  |
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| **Subtotal** |  |  |  |  |  |  |  |  |  |  |
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| **2. Indirect Project Costs\*** |  |  |  |  |  |  |  |  |  |  |
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| **Subtotal** |  |  |  |  |  |  |  |  |  |  |
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| **Grand Totals** |  |  |  |  |  |  |  |  |  |  |

\*Please amend list as necessary