**Grant Application Form 2020**



**nfhil tpz;zg;gg; gbtk; 2020**

**uQ,HdOdr whÿï m;a wdlD;sh 2020**

1. *Cover Page/Kfg;Gg; gf;fk;/wdjrK msgqj*

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| --- | --- |
| Name of Organization/ epWtdj;jpd; ngau;/ ixúOdkfha ku |  |
| Address of Organization/ epWtdj;jpd; Kftup/ ixúOdkfha ,smskh |  |
| Contact Number & Email Address/ njhlu;G ,yf;fKk; kpd;dQ;ry; KftupAk;/ weu;=ï wxlh iy Bfï,a ,smskh |  |
| Website/,izaj;jsk;/ fjí wvúh |  |
| Head of Organization (Name & Designation)/ epWtdj;jpd; jiytu; (ngau; kw;Wk; gjtp)/ ixúOdkfha m%Odkshd ^ku iy ;k;=r& |  |
| Legal Status / Registration Status/ rl;l me;j];J /gjpT me;j];J/ ffk;sl ;;a;ajh$,shdmÈxÑ ùfï ;;a;ajh |  |
| Registration Number/gjptpyf;fk;/ ,shdmÈxÑ ùfï wxlh |  |
| Name & Address Of Auditor/ fzf;fha;thsupd; ngau; kw;Wk; Kftup/ú.Klf.a ku iy ,smskh |  |
| Project Title/ fUj;jpl;lj; jiyg;G/ jHdmD;sfha ud;Dldj |  |
| Call Number/Ntz;LNfhs; ,yf;fk;/ le|jqï wxlh |  |
| Project Location (Districts and DS Divisions)/ fUj;jpl;l miktplk; (khtl;lq;fs; kw;Wk; gpuNjr nrayfg; gpupTfs;)/ jHdmD;sfha ia:dkh ^Èia;s%lal iy m%dfoaYSh f,alï fldÜGdY& |  |
| Contact Person Responsible For Project (Name & Designation)/ fUj;jpl;lj;jpw;F nghWg;ghdtupd; jfty; (ngau; kw;Wk; gjtp)/ jHdmD;sh ms<sn`o j.lSï ork ;eke;a;d ^ku iy ;k;=r& |  |
| Contact Number and Email Address/ njhlu;G ,yf;fk; kw;Wk; kpd;dQ;ry; Kftup/ weu;=ï wxlh iy úoaHq;a ,smskh |  |
| Donor Referees details/ nfhilahsu; crhTdu; tpguq;fs;/ ks¾foaYlhskaf.aa úia;r: Donor Referee 1: Name, contact number, email/ nfhilahsu; crhTdu; 1 ngau;> njhlu;G ,yf;fk; kpd;dQ;ry;/ks¾foaYlhskaf.aa ^miq.sh fyda j¾;udk m%odhlhskaf.aa & úia;r |  |
| Donor Referee 2: Name, contact number, email/ nfhilahsu; crhTdu; 2 ngau;> njhlu;G ,yf;fk; kpd;dQ;ry;/m%odhl ks¾foaYl 2( ku" weu;=ï wxlh" úoaHq;a ,smskh |  |

1. **PROBLEM ANALYSIS/ gpur;rpidg; gFg;gha;T/ .eg`:j ú.%y lsÍu**
* *What issues will the project address? (Maximum of 450 words)/ fUj;jpl;lk; vd;d gpur;rpidfisj; jPu;f;Fk;? (Mff;$Ljyhf 450 nrhw;fs;)/ jHdmD;sh wduka;%Kh lrk .eg`M fudkjdo@ ^Wmßuh jpk 450 ls&*
* *Who are the target groups and ultimate beneficiaries of this project? (Maximum of 250 words)/,e;jf; fUj;jpl;lj;jpd; ,yf;Ff; FOf;fSk; ,Wjpg; gadhspfSk; ahu;? (Mff;$Ljyhf 250 nrhw;fs;)/ fuu jHdmD;sfhys b,lal lKavdhï iy wjidk m%;s,dNSka ljqo@ ^Wmßuh jpk 250 ls&*
* *What is the selection criteria for the target groups? (Maximum of 250 words)/,yf;Ff; FOf;fisj; njupT nra;tjw;fhd njuptbg;gil ahJ? (Mff;$Ljyhf 250 nrhw;fs;)/ b,lal lKavdhï f;dard .ekSfï ks¾Kdhl fudkjdo@ ^Wmßuh jpk 250 ls&*
1. **OBJECTIVE (Maximum of 03 objectives ONLY)/ Fwpf;Nfhs; (Mff; $Ljyhf 2 Fwpf;Nfhs;fs; khj;jpuk;)/ wruqK (Wmßuh wruqKq 3 la muKs)**

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| *Objective/s: (Please state objective of the project?)/ Fwpf;Nfhs;/fs;: (jaT nra;J fUj;jpl;lj;jpd; Fwpf;Nfhspidf; Fwpg;gplTk;)/ 1 jk wruqK : (lreKdlr jHdmD;sfhys wruqK i|yka lrkak&* |
| *Activities/nraw;ghLfs;/ls%hdldrlï:* |
| *Short term impacts (What are the expected short term impacts?)FWfpa fhyj; jhf;fq;fs; (vjpu;ghu;f;fg;gLk; FWfpafhyj; jhf;fq;fs; ahit?)/ flá ld,Sk n,mEï ^wfmalaIs; flá ld,Sk n,mEï fudkjdo@&* |
| *Long term impacts* *(What are the expected long term impacts?)/ ePz;l fhy விளைவுகள்* *; (vjpu;ghu;f;fg;gLk; ePz;l fhy* விளைவுகள் *ahit?)/ È.= ld,Sk n,Eï ^wfmalaIs; È.= ld,Sk n,mEï fudkjdo@&* |

*NOTE: “impact” can be both qualitative and quantitative.*

*Fwpg;G : “jhf;fk;”vd;gJ msT rhu;e;jjhfTk; gz;G rhu;e;jjhfTk; ,Uf;fyhk;.*

*igyk: —n,mEu˜ .=Kd;aul iy m%udKd;aul hk folu úh yel'*

1. **METHODOLOGY/ Kiwapay;/ l%ufõoh**
* *Explain how you will implement your activities in order to achieve your stated objectives. (*Maximum of 450 words)*/ cq;fsJ Fwpg;gplg;gl;l Fwpf;Nfhs;fis miltjw;F ePq;fs; cq;fsJ nraw;ghLfis vt;thW mKy;gLj;JtPu;fs; vd;gij tpsf;fTk;* (Mff;$Ljyhf 450 nrhw;fs;)/ *Tn m%ldY l< wruqK idlaId;a lr .ekSu i|yd Tn Tfí ls%hdldrlï ls%hd;aul lrkafka flfiaoehs úia;r lrkak' ^Wmßuh jpk 450 ls&*

* *Who are the various stakeholders and what are their roles in the project? (*Maximum of 250 words)*/ ntt;NtW gq;Fjhuu;fs; ahu;? NkYk; ,f;fUj;jpl;lj;jpy; mtu;fsJ tfpghfk; vd;d?* (Mff;$Ljyhf 250 nrhw;fs;)/ *jHdmD;sfhys úúO md¾Yajlrejka ljqo iy Tjqkaf.a ld¾hNdrhka fudkjdo@ ^Wmßuh jpk 250 ls&*
* *Brief profile and key responsibilities of the proposed team who will implement this project. Indicate if they are existing staff or if you intend to recruit.* (Maximum of 450 words)*/ ,e;jf; fUj;jpl;lj;ij mKy;gLj;Jk; cj;Njr mzpf;Fg; nghWg;ghdtu;fspd; RUf;fkhd tpguq;fs;> mtu;fs; Vw;fdNt gzpahw;Wfpd;w gzpahsu;fsh? my;yJ ePq;fs; mtu;fis Ml;Nru;g;Gr; nra;a vz;zpAs;sPu;fsh?* (Mff;$Ljyhf 450 nrhw;fs;)*/ fuu jHdmD;sh ls%hd;aul lsÍug fhdað; lKavdhfï අත්දැකීම් පිලිබඳ කෙටි විස්තරයක් iy ඔවුන්ගේ m%Odk j.lSï, Tjqka oekg isák ld¾h uKav,h o ke;fyd;a w`M;ska n|jd .ekSug woyia lrkafka oehs olajkak' ^Wmßuh jpk 450 ls&*
* *Timeframe and action plan (Please fill in the attached form)/ fhyr;rl;lfk; kw;Wk; nraw;wpl;lk; (jaT nra;J ,izf;fg;gl;Ls;s gbtj;ij epug;gTk;)/ ld,rduqj iy ls%hdldß ie<eiau ^wuqKd we;s wdlD;sh mqrjkak&*
* *What process will be used for monitoring and evaluation of the project?* (Maximum of 450 words)/*,e;jf; fUj;jpl;lj;jpidf; fz;fhzpg;G kw;Wk; kjpg;gPL nra;tjw;F vd;d nrad;Kiw gad;gLj;jg;gLk;?* (Mff;$Ljyhf 450 nrhw;fs;)/ *jHdmD;sh kshdukh iy we.ehSu i|yd Ndú;d lrk ls%hdj,sh l=ulao@ ^Wmßuh jpk 450 ls&*
1. **RISKS/ mgha Neu;Tfs;/ wjodkï**

*What are the risks the project will face? How will you address these? / fUj;jpl;lk; vd;ndd;d mgha Neu;TfSf;F Kfk; nfhLf;Fk;? ePq;fs; vt;thW mtw;wpidj; jPu;g;gPu;fs;?/ jHdmD;shg uqyqK§ug isÿjk wjodkï fudkjdo@ Tn fïjd wduka;%Kh lrkafka flfiao@*

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| Type of Risksmgha Neu;Tfspd; tiffs;wjodkï j¾.h | Mitigation measureskl;L;g;gL;j;Jk; eltbf;iffs;wju lsÍfï mshjr |
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1. **BUDGET/ghjPL/whjeh**

*Please fill in the attached NTT Grant Budget template/ jaT nra;J NTT ed;nfhil* ghjPl;L *cUtpid epug;gTk;.*/ *lreKdlr wuqKd we;s NTT uQ,HdOdr whjeh ආකෘති පත%h mqrjkak'*

1. **ORGANIZATIONAL INFORMATION/ epWtdj; jfty;/ ixúOdkh mS<sn`o f;dr;=re**

**BACKGROUND** (maximum of 400 words)/ **gpd;Gyk;** (Mff;$Ljyhf 400 nrhw;fs;)/ **miqìu** (Wmßuh jpk 400 ls)

*Give a brief background of your organization, including its history and the kind of work it does.*

*cq;fs; epWtdj;jpd; tuyhW kw;Wk; ePq;fs; Mw;Wfpd;w gzpapd; tiffs; cs;slq;fyhf RUf;fkhd gpd;Gyj;jpid toq;fTk;.*

*Tfí ixúOdkh" tys b;sydih iy th isÿ lrk lghq;= we;=`Mj" flá úia;rhla imhkak'*

**BOARD MEMBERS/ rig cWg;gpdu;fs;/ wOHlaI uKav, idudðlhska**

*Please list the Board members of the organization.*

*jaT nra;J cq;fsJ epWtdj;jpd; rig cWg;gpdu;fisg; gl;bay; ,lTk;.*

*lreKdlr ixúOdkfhys wOHlaI uKav, idudðlhska ,ehsia;= .; lrkak'*

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| Name/ngau;$ku | Position/gjtp epiy$;k;=r | Time period/fhyk; $ld, iSudj |
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**CURRENT & PAST PROJECTS/ jw;Nghija kw;Wk; fle;jfhyf; fUj;jpl;lq;fs;/ mj;sk iy w;S; jHdmD;s**

*Has your organization received grants from donors in the past? If so please list out past projects of minimum 6 months duration* ***similar*** *to the one you are proposing, starting with the most recent (maximum of 6 projects).*

*cq;fsJ epWtdk; fle;j fhyj;jpy; nfhilahsu;fsplkpUe;J nfhilfisg; ngw;Ws;sjh?*

*mt;thwhapd; ePq;fs; cj;Njrpf;fpd;wit Nghd;w> fle;jfhyq;fspy; eilKiwg;gLj;jpa fUj;jpl;lq;fspd; gl;baiy toq;fTk;. (Mff;$Ljyhf 6 fUj;jpl;lq;fs;)*

*Tfí ixúOdkh w;S;fhys uQ,HdOdr m%odhlhskaf.ka uQ,HdOdr ,nd ;sfío@ tfia kï" lreKdlr b;du;a uE;loS isÿl< jHdmD;sfhka mgkaf.k" Tn oeka fhdackd lrk jHdmD;shg* ***iudk****" jHdmD;s ld,h wju udi 6 la jQ w;S; jHdmD;s ,ehsia;= .; lrkak' ^Wmßu jHdmD;s 6 la&*

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| Date*(most recent first)*/ jpfjp (kpf rkPgj;jpaij Kjypy; Fwpg;gpLf)/ Èkh*(m%:ufhka b;du;a uE;)* | Donor/ nfhil toq;Fdu;/ m%odhlhd | Project Title/ fUj;jpl;lj; jiyg;G/ jHdmD;sfhys ud;Dldj | Total Grant Amount/ nkhj;jf; nfhilj; njhif/ iïmQ¾K m%odhl uqo, | Description of Project/fUj;jpl;l tpgupg;G/ jHdmD;sh .ek úia;rh |
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*Please list out* ***other*** *past projects of minimum 6 months duration, starting with the most recent (maximum of 6 projects)/Mff;Fiwe;jJ 6 khj fhyq;fSf;F eilKiwg;gLj;jg;gl;l Vida fle;jfhy fUj;jpl;lq;fis gl;bayplTk;./ lreKdlr b;du;a uE; jHdmD;sfhka mgkaf.k" wju udi 6 l jHdmD;s ld,hla iys;* ***wfkl=;a*** *w;S; jHdmD;s ,ehsia;= .; lrkak'^Wmßu jHdmD;s 6 la&*

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| Date *(most recent first)*/jpfjp (kpf rkPgj;jpaij Kjypy; Fwpg;gpLf)/ Èkh*(m%:ufhka b;du;a uE;)* | Donor/ nfhil toq;Fdu;/ m%odhlhd | Project Title/ fUj;jpl;lj; jiyg;G/ jHdmD;sfhys ud;Dldj | Total Grant Amount/ nkhj;jf; nfhilj; njhif/ iïmQ¾K m%odhl uqo, | Description of Project/fUj;jpl;l tpgupg;G/ jHdmD;sh .ek úia;rh |
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*If your organization has been previously supported by NTT at any point in the past –please specify details of such grants/fle;j fhyq;fspy; VjhtnjhU re;ju;g;gj;jpy; NTT ,dhy; cq;fs; epWtdj;jpw;F ed;nfhil toq;fg;gl;bUe;jhy; mJ njhlu;ghd jfty;fis toq;fTk;./ Tfí ixúOdkhg NTT u.ska óg fmr hï wjia:djl § iyfhda.h ,nd oS we;akï" - lreKdlr tu m%odhl uQ,HdOdr ms<sn| úia;r imhkak'*

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| # | Date *(most recent first)*/jpfjp (kpf rkPgj;jpaij Kjypy; Fwpg;gpLf)/ Èkh*(m%:ufhka b;du;a uE;)* | Donor/ nfhil toq;Fdu;/ m%odhlhd | Project Title/ fUj;jpl;lj; jiyg;G/ jHdmD;sfhys ud;Dldj | Total Grant Amount/ nkhj;jf; nfhilj; njhif/ iïmQ¾K m%odhl uqo, | Description of Project/fUj;jpl;l tpgupg;G/ jHdmD;sh .ek úia;rh |
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1. **SUPPORTING DOCUMENTS TO BE SUBMITTED WITH APPLICATION/ tpz;zg;gj;Jld; rku;g;gpf;fg;glNtz;ba Mjhu Mtzq;fs;/ whÿï m; iu. bÈßm;a l< hq;= Wmldrl ,shlshú,s**

*(Please attach* ***all*** *of the below listed documents, if not attached list reasons; as non-submission may lead to possible rejection of your application. If you have already submitted any or all of these documents, please indicate)*

*(jaT nra;J fPNo gl;bayplg;gl;Ls;s Mtzq;fis ,izf;fTk;. ,izf;fhtpbd; mjw;Fupa fhuzq;fis toq;fTk;. Vnddpy; tpz;zg;gj;Jld; ,tw;wpid ,izf;fhikahdJ tpz;zg;gq;fs; epuhfupf;fg;glf; fhuzkhfptpLk;.*

*(lreKdldr my; ,ehsia;=.; lr we;s ish`Mu ,shlshú,s wuqKkak' tfia fkdlrkafka kï" fya;= olajkak¦ bÈßm;a fkdlsÍfuka Tfí b,a¨ï m;%h m%;slafIam ùu isÿúh yelsh')*

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| **Document/Mtzk;/ f,aLkh** | **Attached****(Yes/No) /,izf;fg;gl;Ls;sJ.(Mk;/,y;iy/ wuqKd we; /** **නැත** | **Reasons if not attached****,izf;fg;gltpy;iyahapd; fhuzj;ijf; Fwpg;gpLf****wuqKd we; /** **නැත** |
| Organization Registration DocumentepWtdg; gjpT Mtzk;ixúOdkh ,shdmosxÑ lsÍfï f,aLkh |  |  |
| Constitution/ Articles of Association of the OrganisationepWtdj;jpd; ahg;GixúOdkfha jHjia:dj$iud.ï jHjia:dj,sh |  |  |
| Audit report for the past 3 yearsNote: please make sure to scan/photocopy the entire audit reportfle;j 3 tUlq;fspw;fhd fzf;fha;TFwpg;G : jaTnra;J xl;Lnkhj;jf; fzf;fha;T mwpf;ifapidAk; ];Nfd; nra;aTk; my;yJ gpujp nra;aTk;.miq.sh jir 3 i|yd ú.Kk jd¾;digyk( lreKdlr uq`M ú.Kk jd¾;dju ialEka lsÍu$Pdhd msgm;a lsÍug j. n,d .kak' |  |  |
| Organization’s Annual Reports for the past 2 years (optional)2 tUlj;jpw;fhd epWtdj;jpd; tUlhe;j mwpf;ifmiq.sh jir 2 i|yd ixúOdkfha jd¾Isl jd¾;d ^wksjd¾h fkdfõ& |  |  |
| List of previous donors over the past three years and contact details Kd;ida nfhilahsuplkpUe;jhd crhty; fbjk; (fUj;jpl;lj;jpd; jpfjp> fhy msT cs;slq;fyhf)miq.sh jir 3 i`oyd jk m%odhlhska fyda úia;r ^iïnkaO lr.ekSfï úia;r iys;j&  |  |  |

1. *Project Summary/fUj;jpl;lj; njhFg;G/jHdmD;sfhys idrdxYh*

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| --- | --- |
| Project Title/fUj;jpl;lj; jiyg;G/ jHdmD;s ud;Dldj |  |
| Project Location (Target Districts)/fUj;jpl;l miktplk; (,yf;F khtl;lq;fs;)/ jHdmD;s ia:dkh ^b,lal Èia;s%lal& |  |
| Duration of Project (Months)/ fUj;jpl;lf; fhymsT (khjq;fs;)/jHdmD;s ld, iSudj ^udi& |  |
| Amount Requested from Neelan Tiruchelvam Trust (in LKR)/ePyd; jpUr;nry;tk; mwf;fl;lisaplkpUe;J Nfhug;gLk; njhif (,yq;if &gh)/ kS,ka ;srefp,ajï Ndrh fj;ska wheÿï lrk m%udKh ^LKR j,ska& |  |
| Objectives of the Project (Maximum of 03 objectives)/ fUj;jpl;lj;jpd; Fwpf;Nfhs;fs; (Mff; $Ljyhf 3 Fwpf;Nfhs;fs;)/ jHdmD;sfhys wruqKq ^Wmßu wruqKq 3 ls& |  |
| Target Group / Direct Beneficiaries,yf;Ff;FO / Neubg; gadhspfs;b,lal lKavdhu$iDcq m%;s,dNSka |  |
| Final Beneficiaries/,Wjpg; gadhspfs;/ wjidk m%;s,dNSka |  |
| Long term impacts/ePz;lfhyj; jhf;fq;fs;/ È.= ld,Sk n,mEï |  |
| Short term impacts/FWfpafhyj; jhf;fq;fs;/ flá ld,Sk n,mEï |  |
| Main Activities/ gpujhd nraw;ghLfs;/ m%Odk ls%hdldrlï |  |
| Is this a pilot project or have you done similar projects in the past? (If you have done similar projects in the past please elaborate),J cq;fSila Kd;Ndhbf; fUj;jpl;lkh? my;yJ ,ijg; Nghd;w fUj;jpl;lq;fis ePq;fs; Kd;G epiwNtw;wpAs;sPu;fsh? (,Nj Nghd;w fUj;jpl;lq;fis ePq;fs; fle;j fhyj;jpy; epiwNtw;wpapUe;jhy; jaT nra;J tpgupf;fTk;.)fuh kshuq jHdmD;shlao@ ke;fyd;a Tn óg fmr iudk jHdmD;s lr ;sfío@ ^Tn w;S;fha óg iudk jHdmD;s lr we;akï lreKdlr úia;r lrkak& |  |