

Project form



Please fill in the required fields. If a field has a limited number of characters, it is indicated below the input box. Move your mouse over the input boxes for more information on the fields.

Start by entering a title and saving the form. Change the name to something logical, such as project_form_PROJECTNAME.pdf, with PROJECTNAME a short name of the project. Please save your work often, to avoid loss of data.

IMPORTANT! This form is designed to be filled in using Adobe Acrobat Reader. It can be downloaded for free. At the top of this form, you should see a banner with the text 'You can save data typed into this form'. If you don't see it, please contact Aqua for All for a new form. Do NOT save the file using 'save a copy', or you will be unable to save data typed into the form.



General information

Title	<input type="text"/>	max 45 characters
Subtitle	<input type="text"/>	max 75 characters
Start date	<input type="text"/>	End date <input type="text"/>

Threshold criteria

I have read and comply with the Aqua for All threshold criteria:	<input type="checkbox"/>	Click here to access the threshold criteria
I don't comply with the threshold criteria, for the following reason:	<input type="text"/>	

max 500 characters

Focus areas

Drinking water	<input type="checkbox"/>	Hygiene Education	<input type="checkbox"/>
Sanitation	<input type="checkbox"/>	Training and capacity building	<input type="checkbox"/>
Business Development	<input type="checkbox"/>	Water resource management	<input type="checkbox"/>

Organisations involved

Applying organisation

Support organisation

Local organisation

Local organisation 2

Additional partners,
if any

Project location

Location 1

Country

City / town

Latitude

Longitude

Location 2

Country

City / town

Latitude

Longitude

Link to itouchmap,
used to find lat/long

If you have more than three
locations, please specify below

Location 3

Country

City / town

Latitude

Longitude

Websites

Activity website

max 75 characters

Description

Website (URL)

Additional link 1

Description

Website (URL)

Additional link 2

Description

Website (URL)

Photos

This photo will be used as the main project photo. Do you have more photo's? Please send them separately. A photo should be about 1 Mb in size, and should preferably be JPG format.

Photo

max 75 characters

Description

Link to photo (URL)

Project summary

Summary -
a short overview
of what the
project is about

max 500 characters

Local context - a
short description
of the current
situation and
baseline data

max 700 characters

Project description

Objectives -
intended impact -
what will be the
long-term change

max 500 characters

Target group and
their involvement

max 500 characters

max 80 characters

Outputs - the direct result of the activities, eg. 3 watertanks built, 36 people trained, etc.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

Outputs should be formulated SMART - Specific, Measurable, Attainable, Relevant, Time bound. [Click here for more info.](#)

Outcome - result of the output at the end of the project, eg. 3000 people access to drinking water

max 500 characters

Activity plan details

max 800 characters

[Click here for an explanation of the FIETS model](#)

Sustainability (FIETS model)

Financial -
cost recovery for
operation and
maintenance

max 500 characters

Institutional -
ownership and
organizational
capacity of target
group and support
organizations

max 700 characters

Environmental -
impact environment
on project and vice
versa

max 500 characters

Technical -
sustainability of
technology choice

max 700 characters

Social -
alignment with
local social norms

max 700 characters

Planning, Monitoring and Evaluation

Monitoring and
Evaluation plan

max 500 characters

Risk and mitigation
analysis including
fraud policy

max 500 characters

Extra information (not for publication)

Contact details
applicant

max 500 characters

Comments

max 500 characters

Indicators

Please fill in the appropriate numbers. The numbers should be in line with the proposed budget, i.e. the numbers below will be reached with the proposed budget. Please indicate under comments if beneficiaries are indirect (through training or marketing).

Drinking water	Number of facilities	Number of users	Domestic use?	School-based use?	Comment
Facility			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Sanitation	Number of facilities	Number of users	Domestic use?	School-based use?	Comment
Facility			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Hygiene facilities	Number of facilities	Number of users	Domestic use?	School-based use?	Comment
Facility			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Beneficiaries	Domestic users	School pupils
Persons with access to improved drinking water	<input type="text"/>	<input type="text"/>
Persons with access to improved sanitation	<input type="text"/>	<input type="text"/>
Persons who receive hygiene education	<input type="text"/>	<input type="text"/>
Persons who receive training / capacity building	<input type="text"/>	<input type="text"/>

Project funding

All amounts in Euro

	Budget	Percentage	Budget including indirect costs
Drinking water	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sanitation	<input type="text"/>	<input type="text"/>	<input type="text"/>
Water resource manag.	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hygiene education and social marketing	<input type="text"/>	<input type="text"/>	<input type="text"/>
Capacity building	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other direct cost *	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subtotal direct costs	<input type="text"/>	<input type="text"/>	<input type="text"/>
Indirect costs local	<input type="text"/>		
Indirect costs NL	<input type="text"/>		
Subtotal indirect costs	<input type="text"/>		
Total costs	<input type="text"/>		

* Please specify type of other direct cost

Explanation indirect costs if bigger than 10% of budget

max 500 characters

Funding partners

1	Org. name	<input type="text"/>		
	Amount	<input type="text"/>	Euro	Confirmed <input type="checkbox"/>
2	Org. name	<input type="text"/>		
	Amount	<input type="text"/>	Euro	Confirmed <input type="checkbox"/>
3	Org. name	<input type="text"/>		
	Amount	<input type="text"/>	Euro	Confirmed <input type="checkbox"/>