



REQUEST FOR APPLICATIONS BY CHF – GEORGIA TO ORGANIZATIONS FOR INNOVATIVE ECONOMIC PRACTICES (IEP)

Introduction

CHF is soliciting applications from registered Georgian NGOs on an ongoing basis, to implement Innovative Economic Practices Grants (IEP). These grants support innovative practices that promote local economic development in rural areas. Projects supported by CHF will be small in scale, with a preferred implementation timeframe of less than 6 months.

The Georgia Employment and Infrastructure Initiative (GEII) works to advance the economic interests of citizens throughout Georgia. Specifically, GEII works to: 1) Promote entrepreneurial thinking and action at the grassroots level; 2) Support micro and small business development; and 3) Equip people with the skills and knowledge to use their assets more productively, forge partnerships, and engage in innovative commercial activity.

What is GEII Looking For?

GEII is soliciting creative applications to support one or more of the following objectives for rural residents in GEII communities nationwide:

- Promotion of entrepreneurial thinking and action with concrete results;
- Introduction of production-enhancing agricultural techniques
- Training in agricultural and business management skills
- Marketing training and marketing facilitation for farmers
- Skills development to realize growth potential in underdeveloped sectors, especially handicrafts and tourism;

GEII is open to creative ideas which best utilize applicants capabilities as long as they introduce useful, replicable and profit-enhancing innovations to beneficiaries.

Who is Eligible to Apply?

Organizations with a proven history of effective project implementation and management are eligible to apply. Qualifications of organizations must include:

- At least 3 years of program activity as a legally-registered Organization;
- Experience in training development/implementation;
- Professional standard financial management practices;

Who is Not Eligible to Apply?

For-profit businesses and governmental entities are not eligible to apply, although project implemented by Organizations can support the development of businesses and partnerships with government for local economic development.

What Types of Activities will CHF Fund?

GEII will fund training and technical assistance activities that increase knowledge base/ technical expertise of rural populations. Projects that contribute to the above objectives will be more competitive.

Costs supported by CHF are limited to program expenses related to the implementation of the training/technical assistance program.

CHF **will not fund** equipment purchase / capital expenditures or sub-awards to recipients other than the supported Organization.

Grant Requirements

- Maximum size of grant is \$25,000 USD;
- Implementation timeframe: less than 6 months;
- In-kind contribution of at least 25% from grant recipient, strongly preferred

Submission Requirements

All applications should be delivered by-hand or mail to CHF Tbilisi Office in English, with three copies of the application and supporting documents enclosed.

Applications should include the following:

- Application form;
- Budget;
- Staff resumes with consulting fee history;
- Copy of legal registration;
- Previous project outline or report;

Please submit applications to:

CHF International - Tbilisi Office
ATT: Economic Unit
IEP Review Committee
3 Mtskheta Str.
0179, Tbilisi, Georgia
(32) 22 69 02

All applications will receive written response of the decision of the IEP Grants Review Committee. CHF cannot respond to any additional requests for information regarding submissions. CHF reserves the right to approve or reject any and all grant requests.

Please note that CHF reserves the right to modify, withdraw, or change the content and/or requirements of the above announcement at will to accommodate the ongoing needs GEII program implementation.



Georgia Employment and Infrastructure Initiative
 მოსახლეობის დასაქმებისა და ინფრასტრუქტურის განვითარება



APPLICATION FOR INNOVATIVE ECONOMIC PRACTICES (IEP) GRANT

APPLICANT INFORMATION			
Project Requestor (Name of Organization):			
Contact Person: Tel/e-mail/Address/website:			
Date established/Legal status/Organization type:	Date: _____	Registered?: _____	Org. Type: _____
ORGANIZATION BACKGROUND			
Describe services currently provided:			
Description of skills of key staff:			
Regions where you work:			
Description of clients (farmers, businesses, org.s, individuals, etc.):			
Previous projects (Name/ Region/Dates):	Types of Training/Technical Assistance Provided:	Target Beneficiaries	Number of Beneficiaries

PROJECT IDEA						
Project Name:						
Project Description: Be as specific as possible in describing training/technical assistance activities. For example, describe objectives, topics, and specific activities.	<p><u>Activity description (what are you going to do?):</u></p> <p><u>Objectives of proposed activity – what are you going to accomplish?:</u></p> <p><u>Themes/topics of proposed trainings/seminars (what are the main subjects of your training?):</u></p> <p>1. 2. 3. 4. (continue, if applicable)</p>					
Describe Training schedule:	<p><u>How many groups will be trained? How many participants in each group?</u></p> <p><u>How many trainings will each group undergo? Duration of each training?</u></p> <p><u>Where will trainings take place?</u></p> <p><u>Overall duration of project:</u></p>					
Description of Target Group(s) for Project including location:	<p><u>Describe target beneficiaries and why they are chosen:</u></p> <p><u>Where are they from?</u></p>					
Expected impact: Mark all that apply	<p><input type="checkbox"/> Potential increased income for project participants _____</p> <p>_____</p> <p><input type="checkbox"/> Potential increased employment. Describe: _____</p> <p>_____</p> <p><input type="checkbox"/> Potential increased access of project participants to Markets. Describe: _____</p> <p>_____</p> <p><input type="checkbox"/> Other outcomes: _____</p> <p>_____</p>					
Number of Project Beneficiaries:	People:		Number of Communities		GEII Communities	

Budget Format						
Description	Unit	Unit Cost	Quantity	CHF Contribution	Applicant In-kind	Total
1. Personnel						
Program Staff	Day					
	Day					
	Day					
Administrative Support Staff	Day			\$ -	\$ -	\$ -
	Day			\$ -	\$ -	\$ -
<i>Subtotal Personnel</i>				\$ -	\$ -	\$ -
2. Personnel Benefits						
Fringe benefits	%					\$ -
<i>Subtotal Personnel Benefits</i>						
3 Local Travel						
Local Transportation	km				\$ -	\$ -
Local per diem	Day				\$ -	\$ -
<i>Subtotal Local Travel</i>				\$ -	\$ -	\$ -
4 Other Operating Costs				\$ -	\$ -	\$ -
Training materials				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
<i>Subtotal Other Operating Costs</i>				\$ -	\$ -	\$ -
5 Indirect Cost (overhead rate)	%			\$ -		\$ -
				\$ -		\$ -
<i>Subtotal Indirect Cost</i>				\$ -	\$ -	\$ -
6. TOTAL COSTS				\$ -	\$ -	\$ -
Distribution of cost by participants (%)				#DIV/0!	#DIV/0!	#DIV/0!

Organization Verification Statement

We, the Organization, certify that the information presented above is true to the best of our knowledge.

Name/Title	Signature	Date

CHF Receipt of Application

Admin Assistant Name/ Signature		Date:	
CHF Staff/Title Name/ Signature		Date:	
Economic Unit Coordinator		Date:	