**Project Proposal**

**SECTION I: APPLICANT DETAILS**

|  |  |  |
| --- | --- | --- |
| **Applicant details:** | | |
| *First name:* |  | |
| *Last name:* |  | |
| *Date of birth:* | *Nationality:* | *Nationality of birth (if different)* |
| *Occupation:* | Gender: M 🞎 F 🞎 | |
| *Name of the Company*  *(if existing):* |  | |
| *Address:* | *Postal code:* | |
| *Town:* | *Country:* | |
| *Phone:* | *Fax/Mobile phone:* | |
| *E-mail:* |  | |
| *Date:*  *Signature: …………………………………………..* | | |

* Please, include a summary CV of 1 page.

**SECTION II: BASIC DATA ON THE PROJECT**

* **Title of the project:** (Maximum 50 characters)

|  |
| --- |
|  |

* **Domain: □** Agriculture **□** Water Supply

**□** Construction **□** Rural Development

**□** Education **□** Telecommunication

**□** Energy **□** Women in Development

**□** Urban Development **□** Health

**□** Tourism **□** Other, please specify

|  |
| --- |
|  |

* **Country / City / Region / District / Area of implementation**

|  |
| --- |
|  |

* **Main Beneficiaries:** *(please select no more than 3 groups)*

**□** Family of the applicant **□** Local market

**□** Children **□** Local population

**□** Women **□** Health

**□** Other (please specify)

|  |
| --- |
|  |

* **Main Project Objectives:** (maximum 200 characters)

|  |
| --- |
|  |

* **Brief Project Description**

|  |
| --- |
|  |

* **Start-up Duration:**

|  |  |
| --- | --- |
| *Start Date* | *End Date* |

* **Project Budget:** *(specify amounts in EURO and how you intend funding the amount )*

|  |
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|  |

* **Partner members involved in the project, if any:** (please include data on all partner members involved in the project. It can refer to Banks, NGOs, Institutions, Enterprises/companies, Universities)

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reference: (1) – Other project partner (individual or organization)** | | | | | | | | | | | | |
| **If individual** |  | | | |  |  | | | |  | | |
| *Gender:* | **M** 🞎 | | | |  | **F** 🞎 | | | |  | | |
| *First name:* |  | | | | | | | | | | | |
| *Last name:* |  | | | | | | | | | | | |
| **If organization** |  | | | |  |  | | | |  | | |
| *Type of organization:* | 🞎 | NGO /Association | 🞎 | Institution | | | 🞎 | Enterprise/bank | | | 🞎 | Other |
| *Name of the organization* |  | | | | | | | | | | | |
| **Individual/organization details** |  | | | | | | | | | | | |
| *Address:* | *Postal code:* | | | | | | | | | | | |
| *Town:* | *Country:* | | | | | | | | | | | |
| *Phone:* | *Mobile phone/Fax:* | | | | | | | | | | | |
| *E-mail* |  | | | | | | | | | | | |
| *Role and activity in the project:* |  | | | | | | | | | | | |
| *Co-financing partner?* | **Yes** 🞎    If yes  Money 🞎 Goods/Services 🞎 | | | | | | | | No 🞎 | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reference: (2) – Other project partner (individual or organization)** | | | | | | | | | | | | |
| **If individual** |  | | | |  |  | | | |  | | |
| *Gender:* | **M** 🞎 | | | |  | **F** 🞎 | | | |  | | |
| *First name:* |  | | | | | | | | | | | |
| *Last name:* |  | | | | | | | | | | | |
| **If organization** |  | | | |  |  | | | |  | | |
| *Type of organization:* | 🞎 | NGO /Association | 🞎 | Institution | | | 🞎 | Enterprise/bank | | | 🞎 | Other |
| *Name of the organization:* |  | | | | | | | | | | | |
| **Individual/organization details** |  | | | | | | | | | | | |
| *Address:* | *Postal code:* | | | | | | | | | | | |
| *Town:* | *Country:* | | | | | | | | | | | |
| *Phone:* | *Mobile phone/Fax:* | | | | | | | | | | | |
| *E-mai:l* |  | | | | | | | | | | | |
| *Role and activity in the project:* |  | | | | | | | | | | | |
| *Co-financing partner?* | **Yes** 🞎    If yes  Money 🞎 Goods/Services 🞎 | | | | | | | | No 🞎 | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reference: (3) – Other project partner (individual or organization)** | | | | | | | | | | | | |
| **If individual** |  | | | |  |  | | | |  | | |
| *Gender:* | **M** 🞎 | | | |  | **F** 🞎 | | | |  | | |
| *First name:* |  | | | | | | | | | | | |
| *Last name:* |  | | | | | | | | | | | |
| **If organization** |  | | | |  |  | | | |  | | |
| *Type of organization:* | 🞎 | NGO /Association | 🞎 | Institution | | | 🞎 | Enterprise/bank | | | 🞎 | Other |
| *Name of the organization:* |  | | | | | | | | | | | |
| **Individual/organization details** |  | | | | | | | | | | | |
| *Address:* | *Postal code:* | | | | | | | | | | | |
| *Town:* | *Country:* | | | | | | | | | | | |
| *Phone:* | *Mobile phone/Fax:* | | | | | | | | | | | |
| *E-mai:l* |  | | | | | | | | | | | |
| *Role and activity in the project:* |  | | | | | | | | | | | |
| *Co-financing partner?* | **Yes** 🞎    If yes  Money 🞎 Goods/Services 🞎 | | | | | | | | No 🞎 | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reference: (4) – Local partner in the implementation area** | | | | | | | | | | | | |
| **If individual** |  | | | |  |  | | | |  | | |
| *Gender:* | **M** 🞎 | | | |  | **F** 🞎 | | | |  | | |
| *First name:* |  | | | | | | | | | | | |
| *Last name:* |  | | | | | | | | | | | |
| **If organization** |  | | | |  |  | | | |  | | |
| *Type of organization:* | 🞎 | NGO /Association | 🞎 | Institution | | | 🞎 | Enterprise/bank | | | 🞎 | Other |
| *Name of the organization:* |  | | | | | | | | | | | |
| **Individual/organization details** |  | | | | | | | | | | | |
| *Address:* | *Postal code:* | | | | | | | | | | | |
| *Town:* | *Country:* | | | | | | | | | | | |
| *Phone:* | *Mobile phone/Fax:* | | | | | | | | | | | |
| *E-mail* |  | | | | | | | | | | | |
| *Role and activity in the project:* |  | | | | | | | | | | | |
| *Co-financing partner?* | **Yes** 🞎    If yes  Money 🞎 Goods/Services 🞎 | | | | | | | | No 🞎 | | | |

**SECTION III: PROJECT PARTICULARS**

**Please follow these simple guidelines.**

In this section you are required to provide detailed information on your project in the form of narrative parts.

In the narrative sections you are expected to describe aspects of your project from a strategic and methodological point of view, adding the text right after each paragraph whether you are compiling the electronic version.

**1. COUNTRY/REGIONAL/AREA BACKGROUND**

A maximum of **four pages**

**1.1 Target country opportunities and need analysis**

In this section you should present the justification behind the project, clearly identifying the specific opportunities and/or needs on which the proposed project will focus and reasons why these have been selected. Please describe briefly how your project proposal came into being and how it was prepared.

**2. PROJECT**

Having already identified the opportunities and needs in Section III.1a, in this narrative part you should describe the project which must be clearly and directly related to the activities underlined. You should also indicate the methodology proposed.

Try to follow this scheme:

* Type of Work

*Which entrepreneurial activity do you want to start up?*

*When will you be ready to start?*

* Activity description

*Which services or goods do you want to provide?*

* Production

*Which equipment do you need?*

*Is it available in the targeted country?*

*Which equipment do you need to import? From where?*

*Are you acknowledged with customs procedures and import taxation?*

* Infrastructures

*Which infrastructures (office, deposit, machineries, etc) are needed?*

*Are they available in the target area?*

*Do you need to promote or enter joint-ventures with other enterprises/projects?*

*Please, list the enterprises involved in the project.*

* Market

*Please, explain why you want to provide that service or good*

*Please, indicate any enterprises operating in the same sector in the target country.*

*How do you think to face the market competition?*

* People or Personnel

*Are these people abroad at the moment or resident in the country of origin?*

*Do you need to recruit on-site?*

*How many? Please, specify job skills and qualifications.*

*international partners?*

* Legal aspects

*Since you are starting up an entrepreneurial activity in your country of origin, which bureaucratic, administrative, fiscal problems are you envisaging?*

*What licenses and permits are requested by the local authorities?*

*Are you aware of the internal legislation?*

*Have you verified if there are incompatibilities between the internal legislation and your future activity?*

*How do you plan to solve the problems identified?*

* Personal involvement, Investments and Repayments

*How do you think to follow the project?*

*Do you plan to manage the enterprise from abroad?*

*Or through a permanent/temporary return (please specify the returning time)?*

*Are you investing personal financial resources? How and how much?*

*Do you have access to bank credit in your country of origin? If yes, please specify*

**3. SUSTAINABILITY**

Please describe the long – term perspective for project results, making particular reference to various aspects such as:

* On-site Leadership
* Level of local government involvement and people’s commitment
* Financial sustainability (how will activities be financed after the Modernis-Afric Intelligency Group funding has ended?).
* Economic sustainability (e.g. Is there a market for the product you wish to provide? Does it allow for the enterprise duration over time?)
* Estimated cash-flow projection (i.e., annual revenue/costs forecast; when is break-even)?

**4. MANAGEMENT OF PROJECT**

A maximum of one page

Please describe the role and responsibility within the project of eachconsortium member and of individual experts (where appropriate).

In addition, you should explain how the overall project management will be implemented (making specific reference to the management structure in the target Country), how decisions will be taken and how the consortium proposes to ensure effective communication.

**SECTION IV: FUNDING REQUIREMENTS / BUDGET**

In this section you are asked to provide, firstly, a brief description of all the stuff required and, afterwards, estimates of the funding you would require to start your project (please refer to the times indicated at page 3, at the voice *Start up duration*).

**Table 1: Staff / Personnel**

List all the personnel involved in the project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| STAFF / PERSONNEL  (please specify what type of activity will be covered) | | **N. of people** | **N. of months** | **Total Euros** |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
|  | **Total**: |  |  |  |

**Co – financing** (specify the amount or money or the nature and duration of goods)

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organization/Person/Institution/company/Bank** | | **Description** | **Amount in Euros** |
|  | |  |  |
|  | |  |  |
|  | |  |  |
|  | |  |  |
|  | **Total:** |  |  |

**Table 2: Travel Costs (if foreseen in the budget)**

***Staff/Personnel***

|  |  |  |  |
| --- | --- | --- | --- |
| **Direction** | | **Duration of stay** | **Total costs of stay + travel cost** |
| **From** | **To** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total:** | |  |  |

**Table 3: Equipment**

Here you should detail any items of equipment needed for the activities, listed clearly by the partner country at which each item will be installed.

|  |  |  |
| --- | --- | --- |
| LIST OF EQUIPMENT, INFRASTRUCTURES, LAND AND BUILDINGS, RAW MATERIALS, ETC. | | |
| **Materials** | **Quantity** | **Euros** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Co – financing** (specify amount of money/ nature and duration of goods)

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of**  **organization/Person/ Institution/Comapany/Bank** | | **Description** | **Amount in Euros** |
|  | |  |  |
|  | |  |  |
|  | |  |  |
|  | |  |  |
|  | **Total:** |  |  |

**Table 4: General Overview**

Please complete the tables you will find below, assigning funds to each heading.

All amounts must be expressed in Euro (€).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A - Costs | |  | | | |
|  |  | **Applicant**  **Co-Financing**  **Euro** | **Other**  **Co-Financing**  **Required**  **Euro** | **M-A – I G**  **Co-Financing**  **Required**  **Euro** | **Total**  **Project Financing**  **Euro** |
|  | Local personnel costs |  |  |  |  |
|  | Equipment\* |  |  |  |  |
|  | Travel costs\* |  |  |  |  |
|  | Infrastructures\* |  |  |  |  |
|  | Land and buildings |  |  |  |  |
|  | Project Implementation Costs: |  |  |  |  |
|  | 7 a) raw materials / consumables |  |  |  |  |
|  | 7 b) other costs (maintenance, transports,…) |  |  |  |  |
|  | Projecting Costs |  |  |  |  |
|  | Overheads (specify) |  |  |  |  |
|  | General Costs\* |  |  |  |  |
|  |  |  |  |  |  |
|  | Total |  |  |  |  |

\* Legend: the numbers are referred to costs voices

1 contingencies, insurance are also considered

3 machinaries, agricultural equipment and livestock are also considered

4 modernization costs are also considered

1. fixed costs, phone, facilities, ban commissions, etc.

|  |  |  |
| --- | --- | --- |
| **B – Detailed Economic Plan** | | |
|  |  | Amount expressed in Euro |
|  | Applicant |  |
|  | Local partner 1 |  |
|  | Local partner 2 |  |
|  | Local partner 3 |  |
|  | Modernis-Afric – Intelligency Group |  |
|  |  |  |
|  | *Other Co-Financing Partner (please specify)* |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
|  | **TOTAL** |  |