**Application Form**

**Namibian Chamber of Environment Grant Fund**

***This form sets out the information required in the on-line Application Form. You may either enter the information directly into the Application Form or prepare your application in Word using the headings provided below, and then cut and paste your text into the appropriate sections of the Application Form.***

**Summary Information**

Project Title:

Enter the title of the project for which you are applying for funding

Project Location:

Where is your project based? Name of region, district, town, village, etc.

Name of Organisation:

Provide the name of the implementing organisation

Contact person details:

Enter the name and email address of the main contact person

Details of other contact person(s) if required:

Name(s) and email address(es)

Physical Address of Organisation:

Telephone of Organisation:

Proposed starting date:

Enter the proposed starting date on the calendar of the Application Form

Expected end date:

Enter the expected end date on the calendar of the Application Form

Estimated total project cost (N$):

Enter the estimated total project cost

Amount requested from NCE (N$):

Enter the amount requested from NCE

**Detailed Information**

Background on Applicant:

Provide a brief background to your organisation and how it relates/fits into this proposal

Partner Organisation(s)

Are you working on this project in collaboration with any other organisations? Provide the names of collaborating organisations

Collaboration with Partner Organisation(s):

Explain the role that your collaborating partner organisation(s) will play in this project

Justification:

Why is this project necessary? What is the environmental challenge or problem; or what is the environmental opportunity?

Beneficiaries:

Provide a description of who or what will benefit through this project

**Project description**

Project Goal:

What is the overall Goal that this project is contributing to, and what is the specific contribution of this project?

Project Workplan, Budget and Action Plan:

There are three (3) tables that need to be completed:

* **Table 1:** Project Objectives, Activities, Results (outputs/outcomes), Expected Impacts;
* **Table 2:**Project Budget; and
* **Table 3:** Project Action Plan.

Please [DOWNLOAD THIS XLS SPREADSHEET AND COMPLETE THE THREE TABLES](http://www.n-c-e.org/sites/default/files/NCE%20grant%20application%20-%20Workplan%20%26%20Budget%20%26%20Action%20plan.xlsx). Save the spreadsheet to your computer. Once all three sections are complete and you are ready to submit the file, save the file. Then click on the 'Browse' OR 'Choose file' button in the Application Form to locate and upload the file.

***We look forward to receiving your proposal!***