GUIDELINES FOR FILLING PROPOSAL/APPLICATION FORM

AJDF Window Name: (Insert name of the window for which the proposal is being submitted).

Areas/Title of the proposed scheme/project: (Insert the name of the proposed scheme/project)

S. #	Component/Areas	Explanatory Notes
A	Problem statement	a) Identify the problem for which the project is being proposed. b) Describe how stakeholders have been consulted. c) Briefly introduce the idea of the proposed project, indicate the location, and justify why the identified problem needs to be addressed through the proposed project and how the proposed project presents the intended solution. Also indicate the benefits/opportunities associated with the proposed project.
B	Objectives	Describe the main objectives of the proposed project.
C	Beneficiaries/Target Group	Describe who and how many will directly and indirectly benefit from the project.
D	Arrangements for Implementation and sustainability	a) Describe the institutional structure for managing the proposed project, functionaries responsible for each proposed activity and coordination arrangements. b) Indicate how the implementing agencies and stakeholders will ensure that activities and/or benefits resulting from the scheme shall continue after the scheme comes to an end. c) Indicate any recurring cost implications for sustaining the scheme's activities/outputs.
E	Work plan/activity schedule.	Summarize key features of the work plan/activity schedule as explained in Annex-1 of the application form.
F	Monitoring and Evaluation arrangements	a) Describe the arrangements to monitor the scheme's timelines /implementation and the risks confronting the scheme. b) Identify quantifiable indicators against each output. c) Link your description to quantity, quality, time, and gender consideration, if relevant/applicable.
G	Counterpart resources	a) Describe the resources (in kind or cash) the proposer will provide in the implementation of proposed project. b) Monetize the proposed resources, if possible.
H	Resources from other sources	If there are other donors who shall also provide funds for the proposed project, indicate, if a concrete commitment exists.
I	Budget estimate	Identify the total cost in Pak rupees with breakup of major cost components as provided in Annexure-1 Part-B
J	Impact on the area and society	The impact of undertaking such projects on the project area in particular and on society as a whole.
K	Methodology	The procedure undertaken for the completion of the project activities.