



OBUASI MUNICIPAL ASSEMBLY



MICROGRANT APPLICATION TEMPLATE

This template is **MANDATORY**.

Purpose: Below are the questions you need every applicant to answer in their project proposal. While you can add questions, please make sure to include all the questions below, as you will need this information for reporting. Please feel free to translate them into your local language.

*Project Name	[Insert Project Name Here]
*Applicant organization/group:	[Insert Applicant Organization/Group Name Here]
*Youth project leads:	[Insert first and last names and ages of at least two youth project leads]
*Contact person from the grant recipient's team:	[Insert Contact Person's First and Last Name]
*Contact person's email:	[Insert Contact Person's Email Address]
*Contact person's phone number:	[Insert Contact Person's Phone Number]
*Climate Themes:	Our project responds to [CITY NAME] climate priorities, which are: 1. [INSERT ANSWER HERE]



	2. [INSERT ANSWER HERE] (Optional) 3. [INSERT ANSWER HERE] (Optional) You can read the entire Climate Plan here [LINK]
*Project description:	[Provide an overview of your project, including its main goals and objectives, along with its expected effect on the community and the environment. Describe the current issues or challenges your project aims to address and why this intervention is crucial now. (Max 300 words)]
*Project activities and timeline:	[Describe the specific activities and steps your project will undertake. Include a clear timeline that shows that the project's activities and implementation will be completed by April 15, 2027. (Max 300 words)]
*Role of young people:	[Describe how young people will be involved in your project, including their roles, responsibilities, and opportunities for leadership. (Max 200 words)]
*Number of young people involved in the project	[Estimate the total number of young people who will be involved in your project, including youth leads, volunteers and participants]
*Project Result(s):	[Describe at least one measurable result that will show your project's immediate accomplishments and progress. (Max 10 words)]
*Project Impact:	[Describe how your project will create changes in behavior, knowledge, attitudes or processes (Max 100 words)]
*Microgrant request:	[Specify an amount between US\$1,000 and



	US\$5,000.]
*Budget:	[Explain as a bullet point list or an attachment how you would use the microgrant funds for your project.] Example: ● Supplies and Materials: \$2300 ● Equipment: \$500 ● Transportation and Food: \$300 ● Events and Communication: \$200 ○ Total: \$3300
*Declaration:	By submitting this application, we agree to comply with the terms and conditions of the Youth Climate Action Fund and commit to using the microgrant funds responsibly and transparently to advance our project's objectives. Contact Person Signature: [Insert digital signature of an authorized representative of the organization receiving the grant]

For further enquiries, you may contact Mr. Prince, Owusu Agyemang, Municipal Planning Officer on **Mobile Number: 0244255991**



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