



# JAMAICA SOCIAL INVESTMENT FUND

*ISO 14001:2015 Certified*

## SPECIAL PROJECTS PROPOSAL OUTLINE



1. **Basic Information**

Project Title:

Name of Organization:

Address of Organization:

Location of Project:

Name of Contact Person:

Position:

Tel: Fax:

e-mail:

2. **Project Summary and Justification**

Background:

Purpose:

Beneficiaries (Numbers/Gender/Geography):

Outputs & Outcomes:

Expected Impact:

Duration:

Detailed costing of the project:

Funding required of JSIF:

Selection Criteria for beneficiaries:

3. **Applicant Information**

Type Of Organization:

Names And Positions Of Officers In Organization:

Purpose Of Organization:

Institutional profile:

**Methodology:**

Goal of Project:

Objectives:

Activities and Timeframe:

Project Implementation Schedule

Main Activities	Duration (Month(s))											
	1	2	3	4	5	6	7	8	9	10	11	12
Output1:												
Bushing of embankment and sides of road	■											
Scarify/rough grading of road												
Clearing and instalation of outlets, and culverts	■											
Installation of kerb and channel		■										
Final grading			■									
Laying of wearing surface, double surface dressing			■									
Output 2:												
Maintenance committee established		■										
Maintenance Training, including preparation of Maintenance Plan completed			■									
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Project Summary (Logical Framework)

Narrative	Indicator	Means of Verification	Assumptions	Timeframe
Purpose				
Output 1:				
Output 2:				

Output 3:				
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**Roles And Functions Of Tutors/Counselors/Other Facilitators**

Names:

Document the role of each facilitator:

Give a synopsis of each facilitator’s experience:

**Community Participation/Contribution – at least 11% of total project cost**

List of services or other contributions (landscaping, provision of venue):

Cost of each contribution:

Schedule of when each contribution will be provided:

Source of contributions:

8. **Collaboration And Alliances With Other NGO'S/Agencies:**

Document any partnerships/alliances with other organizations or agencies to support this project:

9. **Project Sustainability**

Detailed plan with timetable on how the project will be maintained upon completion:

Each responsibility is to be documented with person assigned recorded:

Budget for this plan is to be included:

10. **Budget**

Item	Requested From JSIF	Organisations Contribution	Other Contributors	Total
Grand Total				

11. **Evaluation and Monitoring**

List the baseline indicators to be used for monitoring and evaluation

Indicate the methodology to be used for evaluation