



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

TEMPLATE SMALL GRANT APPLICATION FROM THE EMBASSY OF SWITZERLAND

This template should be submitted as a funding request to the Embassy of Switzerland in Bangkok. Please consult the “Small Grant Guide” below regarding the general guidelines of a possible project donation or contact the Embassy of Switzerland directly for any specific inquiries.

Implementing Agency <i>Name; Address; Telephone Numbers; E-mail; Website, etc.</i>	
Short Description of Implementing Agency	
Project Title	
Main Project Objective <i>(max. 2 sentences)</i>	
Context of Proposed Project <i>Briefly describe the location, beneficiaries and target region/ community.</i>	
Planned Project Activities <i>Summarise the key activities that the project will do to achieve its objective</i>	
Project Implementation and Key Partners <i>Explain how you plan to implement the proposed project activities with your current resources (staff, financial capacity etc.) and how other key partners will contribute (e.g. public</i>	

<p><i>institutions, communities, NGOs, private sector etc.)</i></p>		
<p>What change(s) will this project deliver?</p> <p><i>Describe the envisioned results of your project and how your activities will contribute to short- and long term impacts in the project context.</i></p>		
<p>Possible Risks and Mitigation Strategies</p> <p><i>Provide brief details of any risks or challenges you may face during the project implementation and outline possible mitigation strategies.</i></p>		
<p>Overall Project Duration</p>	<p><i>Planned start date:</i></p>	<p><i>Planned Completion date:</i></p>
<p>Project Timeline</p> <p><i>Provide an overview of the different steps over the anticipated time frame for your project (e.g. Activity 1/ Research activities: Sept-Dec. etc.)</i></p>		
<p>Costs</p> <p><i>State the total costs of the project and fill in the attached template for a budget request.</i></p>		