



OFFLINE PROPOSAL TEMPLATE

A2WG GRANT PROPOSAL DOSSIER

Complete offline narrative and budget pack for structured application drafting.

Proposal Identification and Project Profile

Field	Entry / system value
Requesting Organization	[Auto-filled from approved organisation profile]
Project Title	[Enter project title]
Project Code	[Auto-generated by system on first save / submission]
Requested Amount	[USD amount requested]
Available Tier Amount	[Approved pre-due-diligence allocation / call ceiling]
Duration	[Number of months]
Project Start Date	[DD Month YYYY]
Project End Date	[DD Month YYYY]
Country	[Country of implementation]
Location of Project	[State, district, community or settlement]
Total Direct Beneficiaries	[Number]
Total Indirect Beneficiaries	[Number]

1. Context, rationale and problem statement

Keep within call word limits when transcribing into the online workspace.

Section	Applicant response
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Background / Context (250 words max)	[Provide contextual overview, issue framing, and relevance to women and girls.]
Existing Data / Needs Assessment (150 words max)	[Summarise evidence, baseline data, consultations, or assessments.]
Justification of Project (100 words max)	[Explain why this response is needed now.]

2. Goal and specific objectives

Objectives may be selected from the call or written where custom objectives are permitted.

Section	Applicant response
Goal of the project (50 words max)	[State the intended high-level change.]
Specific Objectives (select 2–4)	[Insert the selected objectives or paste approved custom objectives.]

3. Project logframe

Outcomes, outputs, indicators, means of verification, targets and activities are structured chronologically.

Level	Statement	Means of Verification	Target	Code	Notes
Outcome 1	[Outcome statement]	[How verified]	[Target]	1	
Output 1.1	[Output statement]	[How verified]	[Target]	1.1	
Indicator 1.1.1	[Indicator statement]	[MoV entry]	[No./%]	1.1.1	
Activity 1.1.1	[Activity description]	—	—	1.1.1	
Outcome 2	[Outcome statement]	[How verified]	[Target]	2	

4. Implementation approach

Section	Applicant response
Implementation Strategy (100 words max)	[Describe how the project will be delivered.]



words max)	
Programmatic Lens (100 words max)	[Explain the lens or framework guiding implementation.]
Allies and Non-Allies (150 words max)	[Map key actors, partners and constraints.]
Gender Marker Approach (100 words max)	[Explain gender intentionality.]
Disability Marker Approach (100 words max)	[Explain disability inclusion.]
Monitoring and Evaluation Approach (100 words max)	[Explain how progress will be tracked.]
Risk and Risk Mitigation Approach (150 words max)	[Identify key risks and mitigation measures.]
Communication Approach (100 words max)	[Explain visibility and communication approach.]

5. Beneficiary targets and budget architecture

Section	Applicant response
Target by locations	[Break down beneficiary numbers by location, gender, age and other approved disaggregation.]
Target by amount	[Show how expenditure is allocated by location.]
Budget categories	A Personnel · B Direct Costs · C Monitoring & Evaluation · D Travel/DSA · E Sub-grants · F Indirect Costs
Budget control rule	[The system and workbook will enforce ceiling percentages and total integrity.]

6. Uploads and reviewer use

Section	Applicant response
Excel Budget Sheet	[Upload the completed premium budget workbook.]



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BOQs for lines above threshold	[Attach BOQs for any budget line above the approved threshold.]
MoU of sub-grants / consortium	[Attach where sub-grants or consortium arrangements are allowed.]
Any other document	[Attach any additional support evidence.]
Reviewer notes and feedback	[The online workspace records technical review, budget review and BOD feedback.]

7. Review and sign-off trail

Review level	Reviewer / committee	Decision	Signature / date
Technical review	[Name / committee]	[Decision]	[Signed and dated]
Budget review	[Name / committee]	[Decision]	[Signed and dated]
BOD / final decision	[Name / committee]	[Decision]	[Signed and dated]