



## Project Proposal

At this point in time, IHSAN will only entertain project proposals related to water, sanitation, hygiene, and related education in disadvantaged communities worldwide. IHSAN will identify appropriate sponsors or will utilize funds from our membership base or other fund raising activities for approved project proposals. For approved project proposals without an identified implementing organization, IHSAN will find on-the-ground partners or utilize IHSAN's base of volunteer members to administer those projects.

IHSAN will first consider projects which are sustainable, make the largest impact over a wide geographic area, have clearly delineated goals, and contain measurable results. Project proposal authors should familiarize themselves with the United Nations Millennium Development Goals (MDG) and identify how their project specifically contributes to the MDG. IHSAN encourages technology and innovation which has proven successful in past, similar projects.

### **All project proposals must be:**

- Submitted in English.
- Typed in 12-point font with one-inch margins.
- Formatted so the bottom footer of each page contains the project name, contact details of the person or organization submitting the project proposal and the date the project proposal was submitted.
- No greater than 5 pages per project proposal.
- Signed by an authorized member of the submitting organization.

## **All project proposals must contain the following information:**

### **1. Background and Summary**

Specify the geographic area where your project will take place and describe the disadvantaged community which will be positively affected. Concisely articulate the problem your project is addressing, including the scope, history, and causes of the problem. (For example, your project will provide eco-san toilets for a community in India which currently has no sanitation facilities and a large number of people diagnosed per year with diarrhea.) Discuss how the proposed solution will impact the problem being addressed. Describe how your project specifically contributes to the MDG.

### **2. Sustainability**

Provide a description of how your project will continue in the future and sustain itself without permanent funding. Estimate the attributable benefit of your project, including the number of people who will benefit from the project, the long-term nature of the project's results, and both the indirect and direct impact on the disadvantaged community.

### **3. Goals and Objectives**

List the goals and expected outcomes of the project. Provide an explanation of the objectives of the project and how they will be measured during project duration and upon project completion. Describe how each objective will contribute to the overall outcome of the project. Describe your plans for monitoring and identifying the specific results of the project and indicators that will be used to define progress and success during your project. Remember your goals should be specific, measurable, attainable, relevant, and time-based.

### **4. Project Implementation Plan**

Describe how the project will be administered and include information on all individuals who will partake in project implementation. Provide a detailed proposed time schedule for the work to be completed. If your project involves new technology, please provide details of any similar successful projects where this technology was implemented. (Note: If you are submitting a project proposal but have not identified an organization to implement the project, please describe how you will contribute to project implementation.)

### **5. Budget**

All budget figures must be provided in U.S. dollars. Please provide a project budget by major activities and time-frame ( i.e. year, month). Please indicate whether additional financial support, either in-kind or direct, will be provided for this project by other entities. If applicable, please indicate whether this project involves collaboration with a for-profit company and describe the extent of collaboration and the anticipated financial remuneration from the for-profit company.

## **6. Organizational Capacity**

Please provide a brief explanation of your organization's mission, structure, and any history of activities in developing countries. Explain what your organization brings to accomplishing the aforementioned objectives of the project. (Note: If you are submitting a project proposal but have not identified an organization to implement the project, please include a brief description of yourself and how you relate to the disadvantaged community affected by the project.)

## **7. Industry Sponsorship**

Please include a brief statement on which Industries or individual Corporations would be ideal to sponsor your project.

## **8. Privacy Statement**

By signing the project proposal prior to submission, you consent to allowing designated IHSAN members to review your project proposal for approval.