# Bamboo Grants Program

**B1\_Application form**

Please read the guidelines *(i.e., BGP\_AG)* carefully before you apply for the program. Any applicants not using the form here will result in disqualification of their application. The application form and other documents MUST be sent to [grants@unitedboard.org](mailto:grants@unitedboard.org).

1. **Particulars of the Project Team**

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| --- | --- | --- | --- | --- |
| **Name of Institution:** | | |  | |
|  | | | | |
| **Address of Institution:** | | |  | |
|  | | | | |
| **The Head of Institution** *(e.g., Rector/Principal/President/Vice Chancellor):* | | | | |
|  | **Title & Name:** |  | | |
|  | **Position:** |  | | |
|  | **Email:** |  | | |
|  | **Phone:** |  | | |
|  |  | | | |
| **Project Leader(s)** *(please insert rows for more project leaders if necessary)* **:** | | | | |
| 1) | **Title & Name:** |  | | |
|  | **Position:** |  | | |
|  | **Department:** |  | | |
|  | **Email:** |  | | |
|  | **Phone:** |  | | |
|  | **Relevant background:** *(limit to 100 words)*: | | | |
|  |  | | | |
|  | **Previous grant(s) received from the United Board** *(e.g., Year/Proposal Title/Amount in USD)*:  1.  2.  3. | | | |
| 2) | **Title & Name:** |  | | |
|  | **Position:** |  | | |
|  | **Department:** |  | | |
|  | **Email:** |  | | |
|  | **Phone:** |  | | |
|  | **Relevant background:** *(limit to 100 words)*: | | | |
|  |  | | | |
|  | **Previous grant(s) received from the United Board** *(Year/Proposal Title/Amount in USD)*:  1.  2.  3. | | | |
|  |  | | | |
| **Designated Contact Person:** | | | | |
|  | **Title & Name:** | | |  |
|  | **Position & Department:** | | |  |
|  | **Email:** | | |  |
|  | **Phone:** | | |  |

1. **Narrative Proposal**

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| --- | --- |
| 1. **Title of Proposal:**   *(limit to 15 words)* |  |
|  | |
| 1. **Executive Summary** *(limit to 100 words)* | |
|  | |
| 1. **Objectives** *(Specify in what ways the project would contribute to whole person education)*   … | |
| 1. **Project Duration[[1]](#footnote-1)***(month/year)***:** **from** **to** | |
|  | |
| **5a. Total cost of the project** (in USD): | |
| **5b. Total amount requested from the United Board** (in USD): | |

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| 1. **Any involvement with other universities or NGO?** Yes No   If yes, please provide the names below. *(If they are involved in a major way, please include a consent letter from the head/senior administrator, assuring participation as described.)* |
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| 1. **Background and rationale for the proposal**   *Please include:*  *a. the need or issue the project will address;*  *b. any groundwork that has been done by you or your team; and*  *c. how the project will enhance the teaching/research capacity of your institution/department/unit? (limit to 2 pages)* |
|  |
| 1. **Short description of the participants and ultimate beneficiaries of the project**   *(limit to 1 page)* |
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| 1. **Plan for implementation**  *Timetable for implementation, highlighting the major activities or benchmark events. (limit to 1 page)* |
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| 1. **Evaluation of the project**   *Include:*  *a. how the project will be assessed;*  *b. what criteria to apply for an evaluation of the changes that may take place.* |
|  |
| 1. **Sustainability**   *Describe how the project will continue after United Board funds are expended. Include potential sources of support for continuing activities, if any.* |
|  |

1. **Detailed Itemized Budget**

*The proposed budget should be submitted in U.S. dollars indicating the exchange rate used. Please take reference to the budget template (B2).*

*Please provide justification and elaborate on how the cost of each item is computed. The budget should align with the project schedule stated in the narrative proposal.*

*For details, please refer “Bamboo Grants Program: Instruction & Application Guidelines” (BGP\_AG), point 8: “Budgeting.”*

1. **Justification for the budget request**

*Explain why the major budget items are requested. Cost-share as a demonstration of institutional commitment and partnership is recommended.*

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| 1.  2.  3.  **…** |

1. **Institution’s Endorsement**

*Complete the Institutional Endorsement Form (C) and submit it with other required documents for application.*

1. Up to one year only [↑](#footnote-ref-1)