**Generation Equality: Supporting a New Wave of Youth-Led Activism for Gender Equality**

**Proposal + Budget Instructions**

Your complete application package will consist of the following components:

1. Applicant profile – *completed via the application portal*
2. Up to four-page proposal: three page project description + one page budget –  *all uploaded as a Microsoft Word or Adobe PDF file*
3. Agreement to the RFP Terms and Conditions - *completed via the application portal*

**PROPOSAL INSTRUCTIONS**

Please enter proposal text in Sections I and II and budget information in Section III, according to the instructions within each section below.

Your proposal must be formatted as follows:

* No longer than four (4) pages total:
  + Up to three (3) page required Proposal   
    +
  + Up to one (1) page required Budget Table/Narrative
* 11 point font or larger
* At least 0.5” margins all around
* Single line spacing
* Standard character spacing (neither expanded nor condensed)
* Arial or Times New Roman font
* Written in English
  + Please note that we recognize that many applicants may not operate in English as their primary language. Therefore, proposals will not be assessed by the degree of English proficiency but rather by the idea and implementation plan.
* Microsoft Word or Adobe PDF filetype

**Proposals that do not adhere to these restrictions may be blocked from submission and/or review**.

***Important Note:*** *Due to COVID-19, we recognize that the world is operating in a period of extreme uncertainty. We encourage applicants to answer the questions below with as much information as possible given current circumstances, but we understand that plans may shift in the months ahead as the pandemic evolves.*

***Reminder:***

* Section I + II = no more than 3 pages total
* Section III = no more than 1 page total

**SECTION I. Who are you and what is your idea?**

Use this section to briefly describe your idea. Read the topic description carefully to make sure that your idea directly fits the topic; otherwise your proposal may be disqualified.

* Indicate in one or two sentences **in bold** the essence of your idea. *(required)*
  + - A brief overview of your organization’s work, your geographic focus, your leadership team composition, and your familiarity (if any) with the Generation Equality Forum (GEF).
* Describe your vision of success:
  + A year from now, how do you hope your organization will be stronger or more effective?
  + What kind of impact do you hope to have in generating new commitments to gender equality?

**SECTION II. How will you carry out this work?**

Use this section to briefly describe your proposed activities and the intended outcomes sought in the way that you feel best captures your work.

* Describe your project plans (what and how)
  + What activities would you like to start or expand in the next 12 months to strengthen your organization’s impact?
  + How do you anticipate working in partnership with other organizations, networks, and movements?  
    - * What will your advocacy work or campaigns linked to the GEF look like in practice?
        + Which decision-makers or influencers (eg: local or national government officials, corporate leaders, faith leaders, media outlets, etc) will you target in your advocacy?
        + What kind of new commitments (eg: new funding, new policies, program implementation, accountability, etc) will you seek to advance gender equality?
        + What kind of tactics (eg: social media campaigns, offline protest, op-eds and wider communications tactics, art, research and data collection, etc.) are you interested in using?
        + How will your work focus on or relate to one or more of the six [Action Coalition](https://forum.generationequality.org/action-coalitions) themes (gender-based violence, sexual health and reproductive rights, economic justice and rights, climate justice, innovation and technology, and feminist movements and leadership) developed as part of the GEF process?

**SECTION III. Budget Table and Narrative**

Please complete the *required,* budget table and narrative section (below) to include a brief, estimated breakdown of allowable direct costs under the categories listed below. This budget section should be no more than one page.

**Budget Table**

|  |  |
| --- | --- |
|  | *Estimated Budget* |
| *Personnel (including salary, fringe benefits, tuition, or other direct compensation)* | $ |
| *Subcontracts, if applicable. Please list separately if more than one.* | $ |
| *Capital Assets/Equipment* | $ |
| *Travel* | $ |
| *Supplies* | $ |
| *Other Expenses* | $ |
| ***Total*** | **$50,000** |

**Budget Narrative**

* + - * With new resources, what activities would you like to start or expand upon over the next 12 months?
      * At a high level, how would you allocate up to $50,000 to support these activities and your core work?