**Expression of Interest Application Form**

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| **Organisation Information** |
| **Organisation name** | Full name of your organisation in English |
| **Type of organisation** | Private, public, non-profit, international organisation, government, etc. |
| **Country of legal registration / Year** | Country / Year |
| **Country(-ies) of current operation** |  |
| **Address** | Full address including your country |
| **Phone number** | (+country number) | **E-mail** |  |
| **Personal Information** |
| **Name of contact person** | Your full name in English |
| **Position / Title** |  |
| **Address** | Full address including your country |
| **Phone number** | (+country number)  | **E-mail** |  |
| **List the Organisation’s Key Projects and Achievements (maximum 5)****(starting with the most recent, list in reverse order)** |
| **Date** (MM/YYYY –MM/YYYY) | **Project name** | **Description** | **Achievement** |
|  |  |  |  |
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|  |  |  |  |
| **Reference (Recommendation Letter to be Attached Separately) \***one person, optional |
| **Full name** | **Affiliation** | **Position** | **E-mail** |
|  |  |  |  |
| **Capacity Statement (maximum 300 words)** |
| Please provide a brief background of your organisation(s) and its expertise in youth empowerment, capacity development activities, martial arts education, and/or other fields. Please also describe the organisation’s expertise and experience engaging young adolescents, women and girls, and/or vulnerable groups of people in the proposed project country, and organisational capacity to implement the Open School project as per your proposal below. |

**2024 Martial Arts Open School Project Proposal Guideline**

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| \* Please draft **a maximum five-page-long proposal (excluding the annex)** referring to the structures and instructions in grey and change your final draft into black.  - Structure and headings can be changed.- Times New Roman, 12 point, 1.5 line spacing\* Please note that, if selected, your proposal including the estimated budget table **is subject to discussion and revision with ICM**. |

**I. Introduction**

a) Local contexts and issues

- Provide background information about the proposed region

- Explain issues and challenges to be addressed through this project

b) Rationale of the project

- Explain why this project is specifically needed for the proposed region and participants

c) Partnerships for project implementation

- Specify the organisation(s) you will cooperate with and purposes of the cooperation

- Local schools, NGOs, martial arts groups, government authorities,

**II. Activities and implementation plans**

a) Description of training activities

b) Explain in detail about proposed project region, training components, venue, number and age of participants, number and profile of instructors, types of martial arts, duration of a training session, etc.

- Project duration should be between 8 weeks to 12 weeks starting from June 2024

- The number of participants should be between 150 and 200

- Both physical (70%) and psychological (30%) elements should be included in the training

- Psychological training should be designed for the capacity development of local youths with such themes as anti-bullying, preventing gender-based violence, self-defence and safety education, etc.

c) Monitoring and evaluation methods

- Suggest evaluation methods to assess the impact of the project

- Surveys, interviews, physical and psychological tests, etc.

d) Expected outcomes

- Explain impact on participants, communities, and the broader society

- Suggest further plans to utilise the achievements and outcomes of the project

**III. Estimated budget table (shall not exceed 8,900 USD)**

|  |  |  |  |
| --- | --- | --- | --- |
| Category | Quantity / Person | Unit Cost (USD) | Cost (USD) |
| Coordinator fee | 1 - 2 |  |  |
| Assistant fees | 2 - 3 |  |  |
| Instructor fees | 2 - 3 |  |  |
| Photographer fees | 1 |  |  |
| Participant T-shirts | 150 - 200 |  |  |
| Participant stationery(tote bags, pencil cases, pens) | 150 – 200 for each item |  |  |
| Participant refreshment | 8 - 12 times |  |  |
| Promotional materials | back banners, standing banners, posters |  |  |
| Training equipment and arrangement | mats, gloves, headgears,  |  |  |
| Transportation costs | 8 - 12 times |  |  |
| **Total Cost** |  |

 **\*** Budget categories may be edited depending on the applicant’s needs and project environment

**[Annex] Evidentiary Materials (optional)**

Please attach and explain evidentiary materials of your expression of interest form below, including photos, and links of reports, websites, and videos (maximum 5).

1.

2.

3.

4.

5.