**The Application Form for Japan Water Forum Fund 2021**

**\*Before filling out/submitting your application, please read through the guidelines for Japan Water Forum Fund 2021.**

\*The applications using other formats cannot be accepted.

\*Please write “Not applicable” or “N/A”, if the following questions are not applicable to your organization/project. The application with blank cannot be accepted.

\*One application/project from one group can be acceptable. No application shall be accepted if one group submits two or more applications/projects.

|  |  |
| --- | --- |
| **Name of your organization** |  |

|  |  |
| --- | --- |
| **A. Pictures of your organization** | |
| < Outside your office >  **SAMPLE** | < Inside your office >  **SAMPLE** |

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| --- |
| **B. Project Schedule**  \*The schedule of your project should be clearly described. The project shall be completed by the end of February and the project report shall be submitted by 30th April 2022. |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Item | Oct. | Nov. | Dec. | Jan. | Feb. | Mar. | Apr. | | *Ex) Inception meeting with stakeholders* | *xxx* |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |

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| **C. Photographs**  \*Please attach at least three pictures that show the mentioned problem in 2.7 of the online form as well as current situation of the project site with captions in the table below. | |
| 1) Caption: (Max. 10-words) | 2) Caption: (Max. 10-words) |
| 3) Caption: (Max. 10-words) | 4) Caption: (Max. 10-words) |
| 5) Caption: (Max. 10-words) | 6) Caption: (Max. 10-words) |

**D. Project budget**

**About your project costs**

\* This budget chart shall be filled in using US$.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Content** | **Unit cost (US$)** | **Quantity** | **Amount (US$)** |
| *Ex) Cement* | *12 kg* | *50* | *3* | *150* |
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| **Total cost of completing the project** | | | |  |

**About your project resources (UD$)**

|  |  |
| --- | --- |
| A: Beneficiaries contribution |  |
| B: Your organization’s contribution |  |
| C: Other donor agency/individual’s contribution  (Please specify the agency/individual: ) |  |
| D: JWF Fund (**up to US$1,500**) |  |
| **(A+B+C+D) Total cost of completing your project**  \*It shall be the same as “Total cost of completing the project”. |  |

**E. Remittance information**

Please ask your bank if you do not know the details. All fields marked with \* are required. Either SWIFT CODE or IBAN CODE is necessary to make remittance.

|  |
| --- |
| \*Account Name: |
| \*Address of Account Holder: |
| \*Country: |
| \*Bank Name: |
| \*Branch Name: |
| \*Account No. |
| IBAN Code: |
| SWIFT Code: |
| Address of Bank: |
| Country: |
| [Through] |