**Feed the Future Tanzania-Kilimo Tija Project (KTP)**

**APPENDIX I: CONCEPT PAPER APPLICATION FORM**

1. **Cover Page (1 page):**

|  |  |  |
| --- | --- | --- |
| Date: | Name of Applicant: | Physical Address: |
| Contact Person(s): | Phone: | Email:  |
| Type of Organization *e.g., for-profit, non-profit, university, etc.:*  | Registered and legally able to operate in Tanzania? [YES] or [NO]  | If YES provide your registration number:   |
| Proposed Duration of Grant:  | Proposed Grant Title: |
| Requested Grant Amount in TZS:  | **Proposed Geographic Area(s):** *Specify the implementation regions within the KTP Zone of Influence (ZOI)* |

We, the undersigned, hereby submit this Concept Paper to Feed the Future Kilimo Tija Project for review and consideration. We have materially participated in its preparation. To the best of our knowledge, all information provided is current, complete, and accurate and based on the need to efficiently and effectively meet the needs of the target population.

Additionally, I certify that myself nor any employee of the organization who assisted in the preparation of this Concept Note have or are aware of any real or potential conflict of interest with a USAID or ACDIVOCA officials involved in this APS.

I acknowledge that USAID is not a party to this solicitation and agree that any concerns about the solicitation process will be presented – in writing with full explanation – to the Project or to ***KTA.grants@acdivoca-tz.org*** for consideration.

Signature\*: Date:

Printed Name\*:

Title:

1. **Concept Paper: Please provide the following information in 4 pages or less:**

|  |
| --- |
| 1. Profile of your organization/Brief description of Applicant Organization. (~1/2 page) (T*ype of Business/Operation,* years *of operations,* annual turnover or incomes, number of employees, main economic activities, c*urrent operation areas* and *relevance to this APS. etc.*

[ Insert your Text here] |
| 1. Briefly explain your technical approach, activities and tasks, and personnel needed. (~2 pages)
2. *Provide objective of the proposed project; discussion of the problem, method of approach, amount of effort to be employed, anticipated results, number of beneficiaries according to our result framework and program interventions in the horticulture market systems and how the work will help accomplish KTP’s objectives as elaborated in this APS.*

 [ Insert your Text here] |
| 1. List of Proposed Main Activities:

[ Insert your Text here] |
| 1. Opportunity: (Describe the opportunity that the grant would help to realize):

 [ Insert your Text here] |
| 1. Potential outcomes to the transformation of the Tanzanian horticulture market system: This should include the target *(i.e. how many beneficiaries, increased sales, your company investment/leverage into the initiative, employment generation, access to inputs and services, etc. according to our result framework and program interventions in the horticulture value chains):*

[ Insert your Text here] |

|  |
| --- |
| 1. The geographic location should align with the APS and the applicant’s capacity to implement the project in the selected regions within the KTP Zone of Influence (KTP ZOI). Specify where in the ZOI the project will be implemented. The number of regions to implement should reflect the applicant’s capacity and available resources

[ Insert your Text here] |

|  |
| --- |
| 1. Prior experience in the proposed geographic regions of the ZOI.

[ Insert your Text here] |

Provide the best estimated budget for the above proposed project.

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Amount Requested from Kilimo Tija Project (KTP) | Amount Contributed by Recipient (Grantee Leverage) | Total Project Amount |
| Personnel/ Labor\* |  |  |  |
| Materials and Supplies,  |  |  |  |
| Operations Cost |  |  |  |
| Equipment |  |  |  |
| Travel, Per diems and Transportation |  |  |  |
| Activity Cost (training, workshops, services, etc.) |  |  |  |
| Other Direct Costs |  |  |  |
| **Grand Total Cost**  |  |  |  |