Advancing Community Empowerment in Southeastern Myanmar (ACE)

Request for Applications (RFA)

Strengthening Media Coverage

Application Template

Please use this template to submit your application. The technical application should be maximum fifteen (15) pages if written in English using Times New Roman. The document should be in 12 point Times New Roman font, single spaced, with 1 inch/2.5 cm margins, or a maximum of 20 pages if written in Zawgyi 12-point font. The 2page cost application should be in a separate file.

<table>
<thead>
<tr>
<th>Project Details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Title:</td>
<td>Estimated Project Duration:</td>
</tr>
<tr>
<td>Location(s):</td>
<td>Budget (USD/MMK):</td>
</tr>
<tr>
<td>Beneficiary group(s) and total number:</td>
<td>Applicant Organization(s):</td>
</tr>
</tbody>
</table>

Sub-Awardee Risk and Responsibility Assessment Cover Page (1 page)

I. Technical Approach and Feasibility of Program Design (5 pages)

• The applicant’s technical approach should include:
  – A description of the applicant’s prior work as it pertains to the project objective
  – A description of the approach and activities to be undertaken
  – A description of geographic coverage area
  – Theory of change
  – Anticipated results

• The application should discuss the applicant’s approach for engaging with local actors, building partnerships with key stakeholders, and creating linkages with other relevant development activities/programs.

II. Management and Staffing Plan (2 pages)

• The management and staffing plan should show the roles and responsibilities of all staff who will participate in the program.

• Applicants should provide a summary of the skills and experience of the key staff who will work on the project.

III. Past Performance (3 pages)

• Describe the organization’s previous experience with producing media content covering social issues and relevant experience working in southeastern Myanmar.

• Demonstrate experience in engaging with relevant local organizations, local government institutions, networks, and initiatives.
IV. Monitoring and Evaluation Plan (2 pages)
- Describe how the project will collect data and ensure data quality of the relevant indicators from Section 3.5 of this RFA.
- The applicant can provide additional indicators and targets.

V. Work Plan (2 pages)
- Provide a detailed work plan for activities clearly identified in the program description and the applicable time frames.