



**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.*

Project Details	
Project Title:	Estimated Project Duration:
Location(s):	Budget (USD/MMK):
Beneficiary group(s) and total number:	Applicant Organization(s):

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.