IFHE Development Fund Proposal Application 2020
XXIV World Congress Atlanta, Georgia USA
August 2-8, 2020

The IFHE Development Fund purposes are to:

● Collect, manage and disburse resources in the form of small grants to professionals in developing countries (World Bank definition)
● Advance the objectives and visibility of IFHE internationally
● Promote Home Economics related educational and development programs
  ○ for the purpose of improving the quality of life for individuals, families & communities and strengthens the profession’s ability to advocate in behalf of families

Applicant Guidelines:

● Project proposals should be submitted in English only in electronic form as an e-mail attachment. The application must be in a WORD or PDF file format.
● Grant applications are due no later than February 20, 2020.
● Organizations must be able to receive US Dollars, and if possible handle the international electronic transfer of funds. All requested funds must be used by the end of the three-four cycle or be returned. Amendments to the budget can be requested.
● Proposals will be reviewed by IFHE member experts in the subject area.
● Please label the application document with the information listed below
  ○ Name of Committee/Region/Special Project Group_ Last Name of Contact Person___Project Proposal Title--Date
    ■ Example--Community Outreach for Education, Honduras_Smith_Project Title_February 20_2020
TITLE PAGE: (1 PAGE)

TITLE OF PROJECT

- Organizational Name(s) including the name of sponsoring Home Economics organization
- Name & Title of contact person
- Mailing Address
- Email Address
- Phone Number
- Date of Request
- Amount of Request
- Period Grant will cover
- Total project budget
- Brief Abstract (250 words) summarizing the mission, purpose and sustainability of the project

NARRATIVE: (3-4 pages)

- Situation statement including
  - Need for the project
  - Target population from the developing country to be served
  - Issues to be addressed
- Goals
  - Project objectives
    - Expected outcomes
      - What will be accomplished?
- Results
  - How will you know if the project is successful?
  - What data will describe the results or impacts?
  - How will that data be secured (evaluation techniques)?
- Activities & Timelines
  - What major activities will take place and in what sequence?
- Organization structure and administration
  - Who will be in charge of the project
  - What organizations will be involved?
    - Titles
    - Qualifications
- List key persons to be responsible for various activities.
  - How are IFHE members or organizations involved?
  - Note how this proposed project will contribute to the IFHE’s mission or to
    the strengthening of Home Economics.

BUDGET: (1-2 pages)

- List major expenditures by line item description
- Note the total cost of project and funding sources
  - including the portion of funding being requested from IFHE
- If multiple years or phases are included
  - provide a summary of each year’s budget
- Note the name of the organization which will receive and manage the funds
- Organizations must be able to receive US Dollars, and if possible handle the
  international electronic transfer of funds. All requested funds must be used by
  the end of the three-four cycle or be returned. Amendments to the budget can be
  requested.
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Narrative: (3-4 pages)

### Situation statement
- Need for the project
- Target population from the **developing country** to be served
- Issues to be addressed

### Goals
- Project objectives
- Expected outcomes
- What will be accomplished?

### Results
- How will you know if the project is successful?
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### Activities & Timelines
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### Organization structure and administration
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- What organizations will be involved?
  - **Titles**
  - **Qualifications**

### List key persons to be responsible for various activities.
- How are IFHE members or organizations involved?
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**Deadline for submitting proposal applications:** February 20, 2020. Proposals are to be submitted electronically to:

**IFHE Development Fund**  
Proposal Chair  
Dr. Roxie V. Godfrey  
revgodfrey13@gmail.com