



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 multiply 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.

**IFHE DEVELOPMENT FUND PROPOSAL APPLICATION
Title Sheet: (One Page)**

Title of Project	
Organizational Name(s) including the name of Home Economics organization	
Name & Title of Contact Person	
Mailing Address	
Email Address	
Phone number	
Date of Request	
Amount of Request	
Period Grant will cover	
Brief Abstract (250 words) summarizing mission, purpose and sustainability of the project	

Narrative: (3-4 pages)

<p>Situation statement</p> <ul style="list-style-type: none"> ○ Need for the project ○ Target population from the developing country to be served ○ Issues to be addressed 	
<p>Goals</p> <ul style="list-style-type: none"> ○ Project objectives ○ Expected outcomes ○ What will be accomplished? 	
<p>Results</p> <ul style="list-style-type: none"> ○ 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)? 	
<p>Activities & Timelines</p> <ul style="list-style-type: none"> ○ What major activities will take place and in what sequence? 	
<p>Organization structure and administration</p> <ul style="list-style-type: none"> ○ Who will be in charge of the project ○ What organizations will be involved? <ul style="list-style-type: none"> ■ Titles ■ Qualifications 	
<p>List key persons to be responsible for various activities.</p> <ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ○ including the portion of funding being requested from IFHE 	
If multiple years or phases are included <ul style="list-style-type: none"> ○ provide a summary of each year's budget 	
Note the name of the organization which will receive and manage the funds. <ul style="list-style-type: none"> ● 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. 	

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