

# KEEP –II BOM GRANTS APPLICATION FORM

**Instructions:** The applying BOM must fill-in the whole application form as truthfully as possible and in clear legible writing. WIK and WUSC reserve the right to verify the factual nature of any response provided at any time of the grant making process including prior to and after the award of any such grant. Completed forms should be returned to Windle International Kenya office nearest to the applicant in Kakuma and Dadaab or via the email [grants@windle.org](mailto:grants@windle.org) before the expiry of the given application timeline.

## 1. School and Project summary

### 1.1 Name of School

### 1.2 Contact Details

### 1.3 Planned Activities and results-including targeted numbers of beneficiaries to be reached by the grant

### 1.4 Duration of proposed activities

Start Date:

End Date:

### 1.5 Total Amount of Budget Requested(KES)

**2.BOM Profile**

<p><b>2.1 What is the total number of BOM Members in your school</b></p>	<p><b>Male:</b> <span style="float: right;"><b>Female:</b></span></p>	
<p><b>2.2 Kindly provide the names of your school BOM executive Members and their contacts</b></p>	<p><b>Name</b></p>	<p><b>Contact</b></p>
	Empty space for names	Empty space for contacts
<p><b>2.3 Do you have a representative of any special interest group in your BOM (tick either yes or no appropriately)</b></p>	<p><b>YES</b></p>	<p><b>NO</b></p>
<p><b>2.4 If you tick yes in 2.3 above kindly provide details of which special interest group here.</b></p>	Empty space for details	

<p><b>2.5 Does the BOM have a bank Account(Yes or No).If Yes Provide details</b></p>	
<p><b>2.6 If you have no bank account kindly indicate preferred mode of receiving grant if successful</b> (Please however note that no cash payments shall be made by KEEP to successful applicants. In cases where no BOM bank account exists, WIK/WUSC reserves the right to determine the manner in which grant funds shall be channeled to support approved BOM interventions in the best way it deems necessary to ensure accountability of project funds)</p>	

**3. Main Grant Information**

**3.1 Problem statement-** *Describe the main problem that your proposal seeks to address in your school? Who are the main people that you will support? Provide target numbers of those to be reached and how will this funding help them.*

**3.2 Objectives and Activities**-*List the objectives you will achieve and the activities you will carry out to address the problem you have identified.*

**3.3 Gender and Social Inclusion-** *This call will award the highest marks to proposals that seek to address the needs of the most vulnerable and disadvantaged subgroup of learners in your school. These subgroups may include but are not limited to learners with disabilities, orphans, teenage mothers, learners affected by sexual and gender-based violence, ethnic minorities, extreme poverty households etc. Please explain 1) how you identified the most deserving beneficiaries of your proposed intervention (include in your response an analysis of how gender and social dynamics—beliefs, practices, norms--have impacted the beneficiaries’ ability to access and succeed in school or make decisions about their lives and well-being); 2) the specific needs, gaps or opportunities that you identified with that subgroup, and 3) how your proposed intervention will address their needs. **Kindly attach signed BOM minutes with this application as proof of their inclusion in the proposal development process.***





**3.4 Sustainability-** *is very important to KEEP and will attract high marks in this call. We define sustainability as the ability to maintain the proposed measure and/or its impact beyond the life of the project. Please describe how you will sustain the proposed activities or benefits and results of what you propose beyond the grant award period.*

**Proposed Budget-** Include a budget for proposed activities in Kenya shillings. Use the simple budget template provided



## KEEP-II BOM GRANTS BUDGET TEMPLATE

<b>School Name:</b>			
<b>Project Period- From:</b>		<b>To:</b>	
<b>Total Budget Amount Requested: KES</b>			
<b>Activity/Description</b>	<b>Unit cost</b>	<b>Number of units</b>	<b>Total Cost</b>
<b>Total Costs</b>			