



Introducing a Unified Grant Application in Central Asia



Participants at CAPACITY's Regional Workshop on Proposal Development in Issyk-kul, KG. (Photo: CAPACITY/KG Office)

A Unified Grant Application Format supports transparent and harmonized national HIV/AIDS grant cycles

"We fully support the idea of the unified application format; we will certainly use it in our granting."

- Dr. Ghaibov, Secretariat of National Coordination Committee on HIV/AIDS in Tajikistan

Through its work with local NGOs, the CAPACITY Project has recognized that several different application forms required by different donors for HIV grants create a great burden for the applicants. For completing different formats NGOs spent significant time rewriting and reformatting project proposals. The absence of unified application templates also made it difficult for CAPACITY to prepare materials and organize standardized trainings for local organizations on how to write project proposals for mobilizing resources.

To address the issue, CAPACITY invited representatives of several international organizations and a number of local NGOs from four countries of Central Asia to participate in a satellite session at the joint CAPACITY/CAAP regional workshop held at Issyk-Kul in July 2006. Participants supported the development and introduction of a unified grant application format. In order to gain the support and concurrence of the major HIV grant-giving organizations in the region, CAPACITY initiated a partners meeting in Bishkek. All organizations at this meeting (the World Bank/DFID-funded CAAP Project, the DFID-funded CARHAP Project, the AIDS Foundation East-West, the USAID-funded Drug Demand Reduction Project, and the SOROS Foundation) agreed with the need to develop and introduce a unified package of application materials. CAPACITY was elected to coordinate this process.

The CAPACITY Project collected all the existing application forms, analyzed them and developed a draft of a unified letter of intent and of an application form. These drafts were later on presented and discussed at the CAAP First Regional Partners Forum in Samarkand. CAPACITY then incorporated all the comments and final versions, and the Unified Letter of Intent and the Application Form were distributed to all the grant-giving organizations with a request that they confirm their willingness and plans to use these formats.

At present CAPACITY has received positive feedback from the CAAP Regional Project, AFEW, the CARHAP Project and the Global Fund Regional Portfolio Manager. CAPACITY started working with the national Global Fund Project Implementation Units to coordinate the use of the Unified Format for the sub-contractors of the GF grants. The CAPACITY Project has also informed the National Program coordinators about the revised application format and has asked them to recommend its use to any potential donors in their countries.

