



GUIDELINES FOR SUB-GRANT PROPOSALS TO INDEPTH NETWORK

October 2007

Please use this proposal format to define your goals, planned activities, and you're your time lines. Ensure that we know, in a logical, measurable way, what you intend to accomplish, and how. You are more likely to be funded if we understand what outcomes of your work you expect, and what indicators of progress there are.

Your proposal should not exceed **ten pages** (not including attachments).

PROPOSAL SUMMARY SHEET

Please attach this summary sheet to your grant proposal and e-mail to Titus Tei (titus.tei@indepth-network.org).

INDEPTH Programme:	
Applicant DSS Site / institution	
DSS Site's address, phone number, general fax number, and website	
DSS Site Leader's name and title / institution	
Contact person's name, title, phone number, fax number, and e-mail	
Amount Requested	\$ _____ over _____ month(s)
Period for which grant is requested	
Date Submitted	



The proposal must contain the following components

- 1. Executive Summary**
- 2. Background / Rationale / Relevance**
- 3. Goal / Objectives**
- 4. Activities / Methodologies**
- 5. Expected Results**
- 6. Timelines**
- 7. Budget in US\$ and Justification**
- 8. Cited references**
- 9. Brief biosketches of Applicants and participating key researchers**

As attachments, please provide information on the DSS site / Institution.

The proposal must be signed by the PI and the Site Leader.



PROPOSAL OVERVIEW TABLE

Objectives	Planned Activities	Indicator of Progress	Expected Outcomes	Time Lines