**APPLICATION FORM**

**Feed the Future Bangladesh Aquaculture Activity**

Send this completed form and attachments in PDF to **wfbanaproject@cgiar.org**

**Instructions:**

Read and follow the instructions for each section.

Be concise and to the point; do not exceed the limits on length for each section. There will be discussions between us later. Use this form to provide the most important information.

Do not alter this form; do not add sections, do not delete sections.

**Part one: About your organization**

|  |  |  |
| --- | --- | --- |
| Name of the company or organization | |  |
| Address (please include official address and postal address) | |  |
| 3. Tax and/or VAT registration number | |  |
| 4. Key contact person | Name |  |
| Designation |  |
| E-mail |  |
| Telephone/mobile |  |
| Fax (if any) |  |
| 5. Finance contact person | Name |  |
| Designation |  |
| E-mail |  |
| Telephone/mobile |  |
| Fax (if any) |  |
| 6. Your website, if any | |  |
| 7. Type of legal entity/ownership status (e.g. sole proprietorship, partnership or limited company or NGO) | |  |
| 8. Year established and start of operation | |  |

**Part two: About your proposed activity**

|  |  |
| --- | --- |
| Title of your business idea/concept |  |
| Proposed start date and end date |  |
| The total budget of this activity (USD) |  |
| Requested amount of funding from BANA (USD) |  |

**2.1 Market challenge & opportunity:**

In this section you need to specify the market challenge that exists today or the opportunity you see for growth. Be specific about the market of sector, the prospects and opportunities, where value lies, and similar. Do not exceed one half page.

**2.2 Your proposed business idea or concept:**

Given the problem or opportunity you have identified, what is your proposed business idea or concept that will help you and other market actors overcome the challenges or build on opportunities?

How can planned activities of the proposed intervention add values in the existing system to increase market and commercial competitiveness and performance? Your description should specify your solutions, your offer, how you will do it & key performance indicators. Tell us how your idea innovative or different and what makes you think it will work. Do not exceed one and half pages.

**2.3 Business Model**

A business model is expected here to clarify the linkages between program activities and the expected (systematic) changes in the market & Market actors.

**2.4 The target group and how you will reach them:**

Quantify how many smallholder farmers or businesses or people your activity will reach and how many it might potentially reach. Specify how many women and youth. Who else might benefit from your activity?

Very important: How will you reach these markets/ what kind of communication and behavioral change strategies have you adopted to reach the target section? What incentive they will get as a result of being attached to it? Lastly, add a table of potential reach of every market actors. Do not exceed one page.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Unit | 1st year | 2nd Year | 3rd Year | Total |
| Farmers reach | Number |  |  |  |  |
| Others….. |  |  |  |  |  |
|  |  |  |  |  |  |

**2.4 Geographic area:**

Where you want to implement the program? In which districts? Do you have any existing strength in the stated geographical areas? If yes, mention their status. Do not exceed half page.

**2.5 The key activities and time line to execute the proposed activity:**

Make a simple calendar to show the activities you propose to implement in sequence over the life of the grant.

**2.6 The future plan:**

Your activity should not be dependent on this grant to exist. Beyond this project period and without the project funding, what are the plans to continue this work in the future? Are there any plans to expand?)

**2.7 Profitability & Investment facts**

*Give a synopsis of profit & Loss statement and Cash flow statement here for the next three years.*

*On a separate excel give*

* *Profit loss statement*
* *Cash Flow Statement*
* *Break Even, NPV and IRR*

*(Note: Except for Profit Loss, Cash flow, Break Even, NPV and IRR will not be required to submit for hatchery/Nursery, small & local private partners*

**Part three: Proposed budget for this activity**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activities | Deliverables | Amount (USD) | | |
| BANA | Sub-grantee | Total Budget |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Grand Total |  |  |  |  |
| (%) Contribution |  |  |  |  |

**Part four: Additional information about your organization**

**4.1 Your core business**

Describe the main activities of your organization, markets served, and key products/services. List your operating locations and annual revenue. Do not exceed half page.

**4.2 Ownership and organization**

Who owns your company? List the names of the board of directors. Number of permanent and temporary employees (male and female), number of offices, regions, etc. Simple list.

**4.3 The organization's experience of working with similar development projects, if any, in last five years**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Project name | Key area of work | Donor/partner name | Contact details | Current status (ongoing or completed) | Total project budget (taka) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**4.4 Attachments**

Separately, please attach PDFs of your registration documents (trade license, VAT registration, TIN certificate, NGO affairs bureau/social welfare registration, Bank account details.)

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