**Application for AFID Planning Grant**

1. **Overview**

Project Title:

Applicant Jurisdiction:

Other Localities (for multijurisdictional applications only):

Start Date: Anticipated End Date:

Requested Amount:

(Not to exceed $20,000 for an individual locality or $35,000 for multi-jurisdictional applications)

Primary Contact:

 Name:

 Title

 Organization:

 Telephone:

 Email Address:

 Mailing Address:

 City, State, Zip:

1. **Abstract** (Not to exceed 200 words)
2. **Project Description** (Not to exceed 2 pages)

A project description clearly stating the need for the project, goals and objectives and how they will be achieved, and how project results will be measured.

1. **Board/Committee/Working Group**

Describe the composition of the board/committee/working group, how they participate in the development and delivery of the project, their relevant expertise, and the support they have from local government and the agricultural and/or forestland community in the locality.

1. **Work Plan**

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| --- | --- | --- |
| **Project Activity** | **Who** | **Timeline (Month / Year)** |
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1. **Budget and Budget Narrative**

Please use the attached budget form to show total project costs, the amount and proposed allocation of grant funds requested from the AFID Planning Grant program, and all sources and amounts of matching funds, which must be equal to or exceed the requested grant.

In the budget narrative, please include specifics on the proposed use of funding, including details on project personnel and an itemized list of project expenses (may be included on the budget form).

1. **Attachments**

Please attach the following documentation:

* Letter for the chief administrative officer of applicant locality(ies) expressing support and how they will assist
* Letters of support from the agricultural and/or forestry industry
* Letters of support from other affected constituents
* Other documents (studies, articles, brochures, etc.) referenced in the application or that the applicant wishes to be considered as part of the application