**SIFAT Small Project Application Form**

**Guidelines for small project application:**

* It is SIFAT’s hope that small projects needing a relatively small amount of money, can help SIFAT graduates be able to achieve great things for God’s Kingdom on Earth not be possible without this “seed money.” Perhaps a bus fare or some seeds for planting a crop can make a difference in helping a graduate “Share God’s Love in Practical Ways.”
* Examples of possible small projects might be one-day workshops (e.g., water purification, gardening in small spaces, organic fertilizer) where money is needed for workshop refreshments/lunch or seed packets, or tools.
* SIFAT Small Project Applications must be received during the months of February or September. It is a SIFAT goal to evaluate and award small projects as soon as possible after receipt.
* A maximum of 10 Small Projects will be awarded during each evaluation period (10 in February and 10 in September)
* Proposal cost shall be for less than or up to $200.
* Send completed application forms to Art Stephenson by email at [agstephenson@comcast.net](mailto:agstephenson@comcast.net)
* All application forms must be written in English.
* This project application form has been designed as a Word document so that SIFAT graduates can make entries directly on this application form. Please do not change the format or titles of this document

|  |  |
| --- | --- |
|  | **Provide response in box below** |
| Project Title |  |
| Country where project is to occur |  |
| SIFAT Graduate Name  Month and year of graduation |  |
| Date submitted |  |
| Proposal Amount ($US)  (please complete budget table below) |  |
| What need are you addressing? |  |
| What is the specific project? |  |
| How will you spend the money? |  |
| What community will be helped by this project? (location/special conditions/population) |  |

|  |  |
| --- | --- |
| Project Description and Total Cost\* |  |
| Cost of materials |  |
| Cost of training |  |
| Cost of equipment |  |
| Cost of transportation |  |
| Other costs |  |

\*Please see example below

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| **Project Report** |
| A project report shall be provided at the conclusion of this small project.  The report needs to include:   1. Tell us how money was actually spent 2. Include photos 3. Share success stories or challenges you faced and how they were overcome 4. Any other information you would like SIFAT to know about your project   All reports are to be emailed to Art Stephenson at [agstephenson@comcast.net](mailto:agstephenson@comcast.net) |

**\*EXAMPLES**

Listed below are 2 “Project Description and Total Cost” examples:

**EXAMPLE 1** **EXAMPLE 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Description and Total Cost | $85 for tippytap training |  | Project Description and Total Cost | $150 for turmeric planting |
| Cost of materials | $25 to build model | Cost of materials | $50 for seeds |
| Cost of training | 0 | Cost of training | $50 community room rental  $25 group meal |
| Cost of equipment | 0 | Cost of equipment | 0 |
| Cost of transportation | $50 bus fare to teach in community | Cost of transportation | $25 bus fare to community |
| Other costs | $10 for copying instructions to be given to participants | Other costs | 0 |

**Signature of SIFAT graduate who agrees to submit a report as described above**

|  |  |  |
| --- | --- | --- |
| **Print name below** | **Sign below (use different font)** | **Date** |

**For SIFAT use only**

|  |  |
| --- | --- |
| Highlight one | Comments |
| Approved |  |
| Not Approved |  |
| Total amount requested (USD): |  |