



**Mennonite
World Conference**
A Community of Anabaptist
related Churches

**Congreso
Mundial Menonita**
Una Comunidad de
Iglesias Anabautistas

**Conférence
Mennonite Mondiale**
Une Communauté
d'Églises Anabaptistes

Mennonite World Conference COVID-19 Fund Proposal Template

Mennonite World Conference has created a special fund to support global Anabaptist responses to COVID-19. National Anabaptist churches belonging to MWC, along with their agencies, are eligible to apply. The maximum amount that churches can apply for is US\$10,000. MWC member churches (and their agencies) applying for assistance from this fund will use the template below to describe the initiative they intend to undertake to respond to COVID-19. The MWC COVID-19 fund is for projects outside of Canada, the United States, and Europe.

1. **Project title:** *Write a brief, descriptive and specific title, identifying where the project will take place, its main activity, and whom the project will benefit.*
2. **Project location:**
3. **Name of national Anabaptist church or related agency submitting the proposal:**
4. **Name of project coordinator and position in church (with contact email and phone number):**
5. **Brief Project Description**
Complete this section after writing the rest of the proposal. This is a summary of the project. Write only 3-4 short sentences. Include:
what the main goal (outcome) is and what the key activities are
why the project is happening
what issue is addressed
who will be impacted, including **how many** participants
where the project is located
6. **Situation assessment and project rationale:** Answer these questions about the area where work is being proposed, including any specific assessment findings. You may answer these questions together or separately.
What are the COVID-19-related needs in the context where the church ministers?
How are the church and the surrounding community mobilizing to address those needs?

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7. **Coordination**; How will you make sure you are taking into account what other actors in the area are doing (government agencies, other churches, NGOs, etc.) so that you are meeting different needs and aren't duplicating work? How is your involvement unique?
8. **Church/church agency capacity**: What staff, organizational structures, and skills will help you do the proposed work well?
9. **Outcome**: What change do you hope to see at the end of this project?
10. **Activities**:
 - a. List the activities you propose to undertake in response to COVID-19-related needs. Note the timetable for each activity.
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 - b. Why are those the right activities to bring about the change you want to see?
11. **Project participants**
 - a. Who will benefit from this project? How will they be chosen?
 - b. Estimate the total number of people who will benefit from this project. How many women? How many men?
12. **Project budget**: Provide an itemized budget that shows the total project budget and the individual costs for each part of the project.