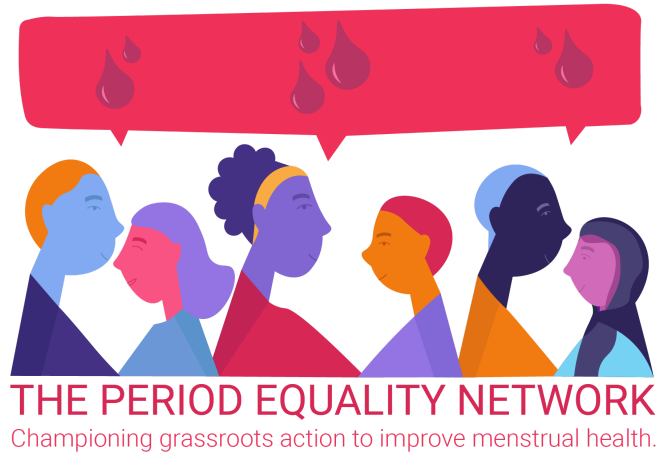


The Period Equality Network Small Grants Application Form

Welcome to The Period Equality Network Small Grants Application Form. This application form is divided into five sections. Please make sure to fill each section. You must complete this form in one sitting so please ensure you have all the relevant information and documents prepared. Please see more on <https://www.irise.org.uk/tpen-small-grants/>. If you have any questions about this form please email TPENsmallgrants@irise.org.uk. Please note - we cannot provide feedback on your application or concepts.

This is for reference only, please complete the application via <https://forms.gle/zWFN767XPvgGeRTJ9>



Section 1: Eligibility

This section is designed to assess whether you meet the eligibility for the grant. Please note that for your application to qualify, you must answer 'Yes' to all the questions set out below.

1. Is your organisation based in Uganda?

Yes

No

2. Are you a non-profit organisation, small charity, NGO or community-based organisation? *

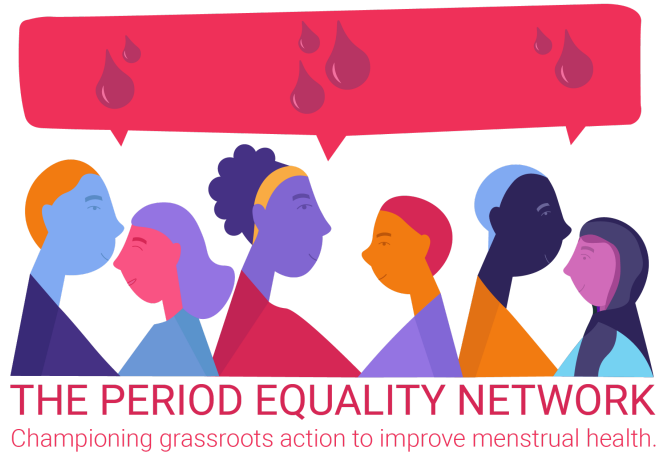
Yes

No

3. Does your organization have an operating memorandum of understanding in the districts of operation? *

Yes

No



4. Does your organization have a registered bank account and at least two unrelated signatories to make payments? *

Yes

No

5. Does the project you are applying for address Menstrual Health Management (MHM) interventions? *

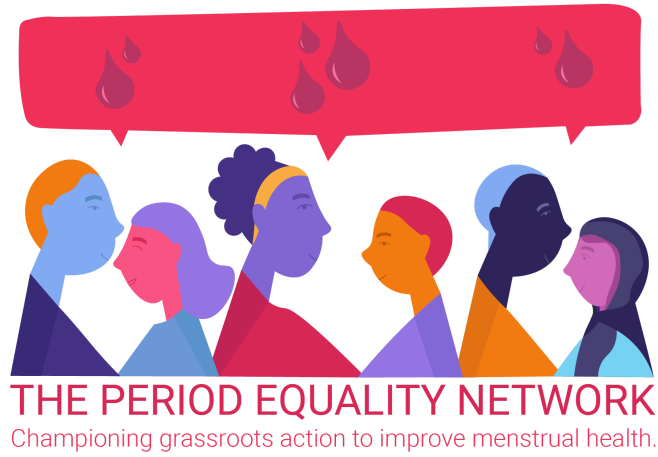
Yes

No

6. Does your organization have latest audited accounts or a copy of an organisation's most recent management accounts if it has not yet existed long enough)? *

Yes

No



7. Does your organization have the following policies in place? This includes: Safeguarding, financial management policies including anti-fraud, bribery, and corruption policy? *

Yes

No

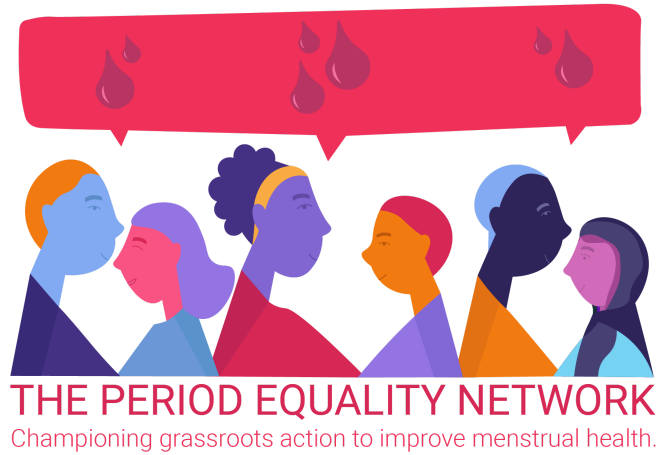
8. Does your organization have 3 unrelated board members? * *Mark only one oval.* Yes

No

9. Are you a member of The Period Equality Network? * This round of funding is open to TPEN members, please join via <https://www.irise.org.uk/the-period-equality-network/>

Yes

No



Section 2: Organisational Details

We are interested in knowing about your organization details, the project contact person details and the policies in place.

10. Name of Organisation *

11. Registered Address *

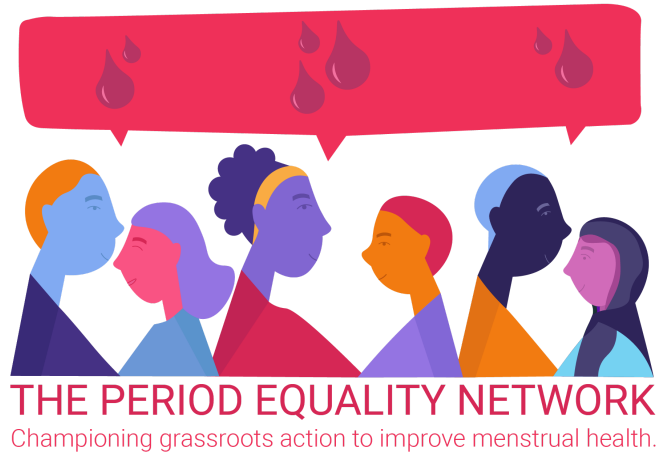
12. Postal Address *

13. Which year was your organization founded? *

14. Briefly describe how and why your organisation was founded and the organisation's vision and mission (Maximum characters 250) *

15. Who is the project contact person for this application? Please provide the contact's full name, email and phone number. *

16. Please provide an alternate project contact person for this application with their full name, email, phone number and country/district they are registered in. *



17. What is the decision-making structure within your organisation? Please provide details of the overall governance of the organisation (including names of the main decision-makers). Max 300 characters *

Section 3: Project Overview

18. What is the proposed project title? (Max characters 150) *

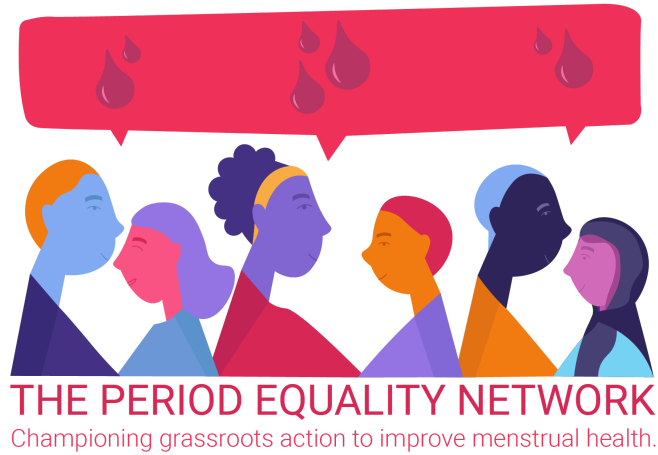
19. What is the overall goal of your project and objectives? (Max characters 300) *

20. How long will the project last (in months)? *

21. How much money are you applying for (In Great British Pound £)? *

22. What is the role of your organisation in strengthening your menstrual health management? (Max 500 characters) *

23. Please demonstrate your experience in menstrual health management interventions in Uganda. (you may use examples) Max 800 characters. *



Section 4: Your Proposed Project

24. Why is your project needed? Please give us the background to the situation you are addressing. (Max 800 characters) *

25. Please provide an overview of the people who will benefit directly from this project, including numbers. (Max 150 characters) *

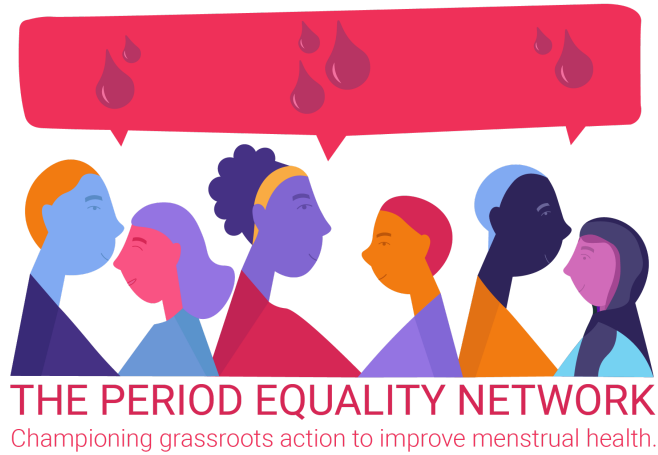
26. Please provide an overview of the people who will benefit indirectly from this project, including numbers. (Max 150 characters) *

27. Who is your target population and why? (Max 250 characters) *

28. What kind of approach and methodology would you like to undertake while implementing this project? (Max 150 characters) *

29. Which of the following intervention would you like to undertake? Please tick only one intervention. **Check all that apply.*

- Menstrual Product Provision Education
- Education
- Stigma and Social Norms



30. Please share the proposed outcomes of your project (Max 500 characters) *

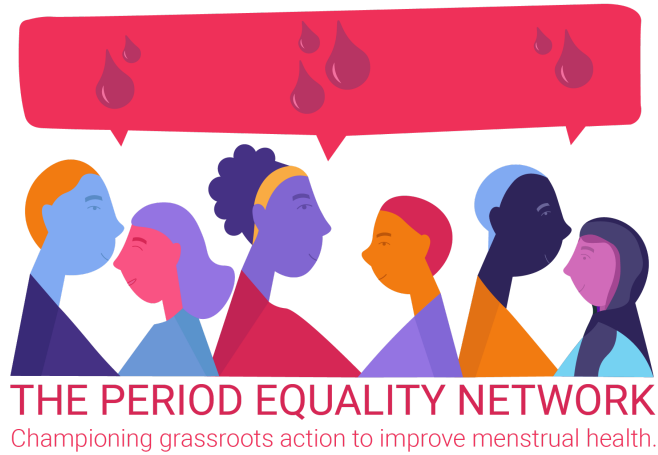
31. What proposed activities will be implemented under the project (Please list activities against outcomes proposed in above) (Max 1,000 characters) *

32. How will your project add value over what is already in existence? (Max 500 characters) *

33. How will your project add value to The Period Equality Network? *

34. Tell us about any problems or challenges you anticipate your project may encounter and how they will be overcome? *

35. If your organisation is successful and awarded the small grant, how do you envisage the future between your organisation and The Period Equality Network? *

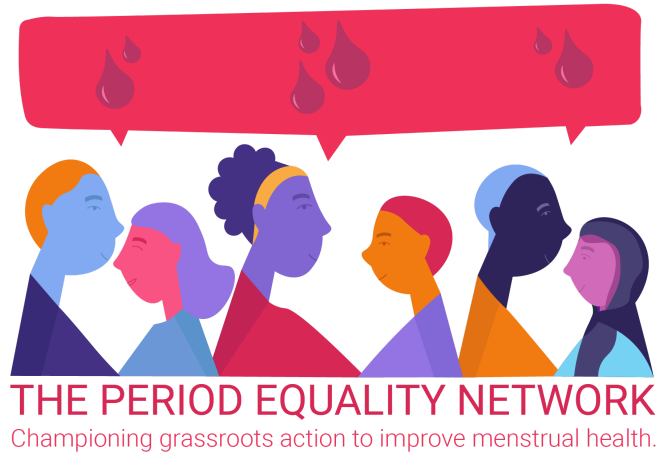


Section 5: Financial Systems and Operations.

36. Please share more details about your financial and accounting systems, accounting software, policies, and number and qualifications of your finance staff/volunteers. (Max 1,000 characters) *

37. We would like to know about your payment processes, who initiates and approves payments, and how? What internal controls are in place? (Max 1,000 characters) *

38. Please tell us what accounting records you keep supporting organisational expenses and how expenses are tracked in line with donor agreements? What internal controls are in place for recording and tracking of expenses? (Max 1,000 characters) *



Document Upload

Please confirm you have emailed these documents to TPENsmallgrants@irise.org.uk as part of your application. *

- Your organisations registration certificate
- Your organisations safeguarding policy. You can download a skeleton safeguarding policy here <https://www.irise.org.uk/tpen-small-grants>
- Please upload your organisations financial management including anti-fraud, bribery, and corruption policy.
- Your budget. You download the budget template here - <https://www.irise.org.uk/tpen-small-grants/>
- Your organisation's latest annual expenditure, your audited accounts or copy of signed management accounts.
- A memorandum of understanding in the district of operation
- Your latest audited accounts or independently examined accounts.