**The Application Form for the 5th Kyoto World Water Grand Prize**

\*Please read the guidelines for the 5th Kyoto World Water grand Prize beforehand.

\*The application using other formats cannot be accepted.

\*Please enter “N/A”, if the following questions are not applicable to your organization/project. The application with unanswered field cannot be accepted.

* **APPLICATION FORM [A]**

**About your organization (Max. 3-page)**

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| **General information of your organization** | |
| 1.1 Name of your organization |  |
| 1.2 Name of representative | Mr. Ms. Mrs. Dr. |
| 1.3 Position of representative |  |
| 1.4 E-mail address of representative |  |
| 1.5 Name of contact person | Mr. Ms. Mrs. Dr. |
| 1.6 Position of contact person |  |
| 1.7 E-mail of contact person |  |
| 1.8 Country |  |
| 1.9 Postal mailing address  (Physical address) |  |
| 1.10 Telephone number |  |
| 1.11 Fax number |  |
| 1.12 Website/Facebook |  |
| 1.13 Number of staff members  (permanent, temporary, volunteer) | XX (persons) |
| 1.14 Date of establishment | DD/MM/YYYY |
| 1.15 Registration No/Code |  |
| 1.16 Amount of income/funding  (last year) | XXXXX (USD) |
| 1.17 Main sources of income/funding |  |
| 1.18 Have you ever applied for the Kyoto World Water Grand Prize before? | YES/NO |

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| **1.19 Brief description of your organization** (Max. 150-word): |
| \*Please give a brief and clear explanation of your organization including vision and mission of your organization. |

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| **1.20 Recent water-related project you have implemented** (Max. 200-word): |
| \*Please give a brief and clear explanation of the recent project and its problems, objectives, contents of activities, adopted technique/ method, outputs, outcomes, cost, partners, donors, stakeholders and lesson learnt etc..  \*Apart from the answer to this question, please send other documents at the most 2 items such as Annual report, Final report of the recent project that depict the detailed activities and their results by e-mail. |

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| **1.21 Pictures of your organization** | |
| < Outside your office >  **SAMPLE** | <Inside your office>  **SAMPLE** |

* **APPLICATION　FORM [B]**

**Proposal of your grass-roots project which will be implemented with the grants from the Kyoto World Water Grand Prize (Max. 5-page)**

**Please be noted that the prize money will be granted in April 2018.**

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| **2.1 Name of the project** |  |
| **2.2 Country** |  |
| **2.3 Expected number of beneficiaries (Direct)** | (Men/women/children) |
| **2.4 Expected number of beneficiaries (Indirect)** |  |
| **2.5 Prospected implementation period** | mm/yyyy to mm/yyyy |

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| **2.6 Address of the project site** |
| \*Give detailed information about the place of the project site such as name of Province, District, City, Community, and Village as far as it is confirmed. |

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| **2.7 Problem and background of the target community/group** (Max. 200-word)**:** |
| \*Description of the water-related problems of the target community/group which you are trying to resolve with the grants from the 5th Kyoto World Water Grand Prize. |

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| **2.8 Category** |
| \*Choose 1 category which is most applicable to your project.  1. Construction/ repair of the rainwater harvesting tank, well, and water reservoir.  2. Installation of the small scale type water supply system.  3. Construction/ repair of the sanitation facility.  4. Maintenance/ improvement of the water resources environment.  5. Installation/ promotion of the water efficiency irrigation system.  6. Implementation of the Water-related disaster risk reduction/mitigation program.  7. Other (Please specify: ) |

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| **2.9 Objectives of your project** (Max. 100-word)**:** |
| \*Give a brief and clear description of the project’s objectives. |

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| **2.10 Prospected output and outcome of the project** (Max. 100-word)**:** |
| \*Give a brief description of the output as well as the prospective positive outcome of the project including the aspect of social and economic benefits to beneficiaries. |

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| **2.11 Details of the project** (Max. 300-word)**:** |
| \*Provide detailed information of your project including technique/method to be adopted.  \*Clarify the number of facilities to be constructed and how many times the awareness-raising/ educational/ training programs will be conducted.  \*If your project includes the provision of potable water, the quality of water must be examined and proved to be safe to drink. |

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| **2.12 Beneficiaries contributions** (Max. 100-word)**:** |
| \*The contribution and expected activity by the beneficiaries to promote their participation and ownership should be clearly described. E.g. materials, financial support, physical works etc. |

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| **2.13 Stakeholders participation** (Max. 100-word)**:** |
| \*The contribution of all types of stakeholders who participate in planning and implementing your project should be clearly described. |

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| **2.14 Sustainability and/or Future Development of the project** (Max. 150-word)**:** |
| (Max. 200 words)  \*The plans for sustaining the output of your project should be clearly described. After the project period, how the activity/facility would take root in the project site? Who would be responsible for? |

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| **2.15 Photographs** | |
| \*Please attach some pictures that show the above problem as well as current situation of the project site with captions. | |
| 1) Caption: (Max. 10-word) | 2) Caption: (Max. 10-word) |
| 3) Caption: (Max. 10-word) | 4) Caption: (Max. 10-word) |
| 5) Caption: (Max. 10-word) | 6) Caption: (Max. 10-word) |

* APPLICATION　FORM [C]

**About your project costs (UD$)**

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| --- | --- | --- | --- | --- |
| **Item** | **Content** | **Unit cost (US$)** | **Quantity** | **Amount (US$)** |
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| **Total cost of completing the project** | | | |  |

**About your project resources (UD$)**

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| --- | --- |
| **Resources** | **Amount (US$)** |
| A: Beneficiaries contribution, if any |  |
| B: Your organization’s contribution, if any |  |
| C: Other donor agency/individual, if any  (Please specify the agency/individual: ) |  |
| D: The prize money of the 5th Kyoto World Water Grand Prize (approximately 18,000 USD) |  |
| **(A+B+C+D) Total cost of completing your project**  \*It shall be the same as “Total cost of completing the project”. |  |

* **APPLICATION　FORM [D]**

**Others**

**3.1 Remittance information:**

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| Account Name: |
| Address of Account Holder: |
| Country: |
| Bank Name: |
| Branch Name: |
| Account No. |
| IBAN Code: |
| SWIFT Code: |
| Address of Bank: |
| Country: |
| [Through] |

**3.2 Even though the grant is 2,000,000 JPY (approximately 18,000 US$), the net amount you will finally receive in your bank account may be lower, due to bank charges, transfer charges, etc. Also, the remittance will be made only in US$. Do you agree with this?**

\*Please note that the JWF does not cover any remittance charges.  
\*Please note that the total amount of the grant in UDS will fluctuate due to exchange rate.

Yes /  No

**3.3 Do you agree that you will submit a report about the project with the grants of the 5th Kyoto World Water Grand Prize, if you are selected as the winner of the Prize?**

\*Submitting the report is absolutely necessary:

- Donors need evidence the grant is used properly,

- Other potential donors will access the project report and gain awareness through your activities,

- If you don’t submit the report, you will be ineligible for any future grants from us and our partners.

Yes, we will submit the report /  No

**3.5 Do you agree that your report, including pictures, will be used under the name of the 5th World Water Grand Prize?**

Yes, we agree. /  No

**3.6 Do you agree that you will accept an occasional follow-up field survey by Japan Water Forum?**

Yes, we will agree. /  No

**Please note:** The name of your organization, the name of your project as well as the results will be published on the Japan Water Forum’s and the World Water Council’s websites. Also, the pictures you provide to the Kyoto World Water Grand Prize will be used under the name of the Kyoto World Water Grand Prize.