

## SUBMISSION FORM

### FUNDING

List and provide the name(s) of the main funding source(s) in order of importance (expressed in %):

- Government ( %)
- Private Sector ( %)
- National NGO ( %)
- International NGO ( %)
- Foreign Donor ( %)
- Self-financed ( %)
- Other ( %), please specify:

### COSTS

Annual costs of the programme/project:

Specify the currency:

Annual cost per learner:

### PARTNERS

Provide full list:

Provide evidence of commitment and support of the Government, if any:

List contributions from the private sector and/or NGOs:

Other partnerships (please specify)

### Programme results (minimum 150 words)

List and describe the achievements of the programme/project:

### Monitoring and Evaluation (minimum 120 words)

Do you undertake monitoring and evaluation of the programme/project during implementation? If yes, explain how:

Do you evaluate the outcomes of the programme? If yes, explain how:

Do you evaluate the impact of the programme? (i.e. on the quality of the learner's life, his/her family and community). If yes, explain how:

### Sustainability (total minimum 200 words)

Describe how the programme/project promotes sustainability (in terms of financial sustainability and/or local capacity to sustain the programme):

Is the programme/project being replicated elsewhere or scaled-up? Please describe:

### Innovative features (minimum 120 words)

List and describe the innovative features of the programme/project:

### Challenges and Constraints (minimum 120 words)

List the main challenges and constraints encountered:

### Additional information

List any sources from which information regarding the programme/project is available:

**PLEASE LIST HERE MATERIALS IN THE FOLLOWING CATEGORIES THAT WILL ACCOMPANY THIS APPLICATION**

Documents, films, audio visual material available about programme/project:

Published research studies / reports available about the programme/project:

Internal or external evaluations of the programme/project and/or reports on impact assessments:

Teaching and learning material:

Date of submission form completion:

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### Basic Facts

Name of programme/project:

Name of implementing organization:

Chief executive officer of the organization:

Country:

Starting year: Ending year: Ongoing

#### TYPE OF ORGANIZATION

National Government  National NGO  International NGO   
Other National Institution

Other  (Local branch of National NGO, private body, trade Union, religious mission, etc.). Please specify:

#### OPERATING IN:

Region  Country  District  Province  Community

Other  Please specify:

Main partner(s):

### Contact Details

Name of contact person:

Job title (or position):

Full Address:

Country:

Telephone/Fax:

Web site, if any:

E Mail:

## Implementing Organization

Describe the organization, its history, aims and mandate, its governance structure, any other relevant information (minimum 250 words):

## Programme Summary

Describe the vision and rationale of the programme/project: the main goal and the particular problem(s) it seeks to address (minimum 300 words):

## Thematic Areas

(tick those that apply)

- Literacy and Rural Development
- Literacy and Gender
- Mother-Child Literacy and Intergenerational Learning
- Literacy and Human Rights
- Literacy for Health (i.e., Preventive health and HIV/AIDS, nutrition and hygiene)
- Literacy for Economic Self-Sufficiency
- Literacy and ICTs (including radio and TV)
- Literacy in a multilingual context
- From literacy to lifelong learning
- Literacy and sustainable development
- Other, please specify:

## Programme/Project details

### ■ SPECIFIC OBJECTIVES

List and explain the specific objectives of the programme/project (150 words):

### ■ OUTREACH

#### MAIN TARGET GROUP(s):

Adults (15 +)  Out-of-school youth  Women & girls   
Indigenous peoples  Minority groups   
Other, please specify:

Number of locations where the programme is running:

Number of participants reached annually:

Number of participants reached by the programme since its inception:

### ■ PROGRAMME DELIVERY

#### STRUCTURE AND MECHANISM

How are the courses organized? Please describe:

What is the duration of the courses annually?

What is the duration of the courses in total?

What is the average number of learners per group?

Are there accreditation mechanisms in place? Please describe:

### TEACHING-LEARNING: METHODOLOGY

How are the learners' needs determined? Please describe:

What kind of teaching methodology is applied? Please describe:

### TEACHING-LEARNING CONTENT AND MATERIAL

How is the content of the curriculum decided? Please describe:

What kind of material is being used?

What are the main topics covered? Please describe:

How and by whom is the material developed?

### PROGRAMME FACILITATORS

What is the profile of a typical facilitator?

Volunteer  Paid  Full-time  Part time

Other, please specify:

What kind of educational background is required?

What is the learners/facilitator ratio?

What is the remuneration of the facilitators?

Does the programme provide training of facilitators? If yes, describe how:

### LANGUAGE(S) OF INSTRUCTION

Official language  Mother tongue  Other:

### ■ USE OF INFORMATION AND COMMUNICATION TECHNOLOGIES (ICTS)

Are ICTs utilized in teaching or management of the programme/project? If yes, explain how: