

Building an Inclusive Development Community: Technical Assistance on Inclusion of People with Disabilities

USAID Cooperative Agreement Award No. GEW-A-00-01-00012-00

**Performance Report
April – June 2007**

**Submitted by: Cindy Lewis, Director of Programs
Mobility International USA (MIUSA)
132 E. Broadway, Suite 343, Eugene, OR 97401
Tel/tty: 541-343-1284
Email: clewis@miusa.org**

Project goals

To increase participation by people with disabilities, including women and girls, in US-based international development programs as participants, agents, administrators and consultants.

Accomplishments

This quarter MIUSA conducted a second technical assistance field visit to Albania, reviewed proposals from Disabled People's Organizations (DPOs) for small grants from Ecuador, opened small grants competitions in Albania and Guatemala and planned for 2007 field visits in Guatemala and Indonesia.

Technical Assistance to USAID Missions, Contractors and Disabled Peoples' Organizations (DPOs)

Albania

Working closely with USAID/Albania and with MIUSA's DPO partner, ADRF, MIUSA consultant Cara Galbraith conducted a field visit to Tirana, Albania from June 11 to 18, 2007. Consultant Mary Keogh of the Irish Development Coalition, selected for her specialized experience in coalition building for disability and development partnerships, joined Cara and ADRF staff members to facilitate technical assistance workshops and trainings to audiences including USAID / Albania Mission staff and decision makers, USAID supported contractors and grantees, and Albanian DPOs. Field visit activities were designed to support the development of a cross-sector disability and development coalition in Albania; support disabled leaders to gain the skills, knowledge and experience necessary to form a cadre of disability and development advisors; and assist USAID/Albania to formulate a Mission-specific Disability Plan.

Please see attached outline of field visit technical assistance and training activities.

Guatemala

This quarter, MIUSA planned technical assistance and training activities to USAID /Guatemala and DPO partner, COPDIGUA, for the second field visit to Guatemala, outlining main events and key stakeholders. Consultant Xavier Torres Correa, director of Federación Nacional de Ecuatorianos con Discapacidad Física (FENEDIF) will join the training team. The field visit, which will take place

from August 5 to 11, 2007, will focus on technical assistance to USAID contractors to incorporate inclusive policies and practices in education, business and citizen participation sectors.

This quarter MIUSA worked with the Association of Training and Technical Assistance on Education and Disability (ASCATED), a Guatemalan NGO, to coordinate a review of new national standards for education being through the USAID-supported *Education Standards and Research* Program, administered by contractor Juarez and Associates. ASCATED convened a team of experts to review the standards and produced a report to be submitted to Juarez and Associates and the Ministry of Education, offering specific recommendations for inclusion and education of students with disabilities within the standards design. USAID / Guatemala is currently reviewing the report; following their approval, the report will be disseminated publicly.

Ecuador

MIUSA maintained communication with USAID contractors and DPOs to review outcomes and provide follow-on technical assistance on action plans outlined during MIUSA workshops in February 2007. USAID contractors included IOM, Junior Achievement and Juntos Program; DPOs included the Women's Association in Cuenca and the FENEDIF associations in Manavi and in Guayaquil.

Indonesia

MIUSA continued communication this quarter with USAID/Indonesia, our fourth Mission partner. We are planning a technical assistance field visit to Indonesia in fall 2007.

Support for Innovative Projects (Small Grants)

In the previous quarter, MIUSA invited two DPOs in Ecuador to revise and re-submit proposals for small grants. This quarter, with guidance from MIUSA, FENEDIF worked with these two organizations to redesign the projects to meet the grant criteria, specifically by incorporating the participation of development organizations. One proposal was re-submitted, positively evaluated by a review panel convened by MIUSA. The second proposal will be resubmitted to MIUSA in July.

In Albania, MIUSA announced a request for Letters of Intent from DPOs, describing proposed projects involving collaboration with development organizations. During the MIUSA field visit in Albania, ADRF hosted an open meeting on the grant competition, in which ADRF and MIUSA Consultant Cara Galbraith provided recommendations on projects and offered suggestions for potential community partners. MIUSA received ten Letters of Intent, and next quarter will invite organizations whose projects meet grant criteria to submit full proposals. Please see attached [English version] grant program announcement for Albania.

MIUSA also announced a small grant competition in Guatemala this quarter, for projects addressing inclusive education within the framework of the *Education Standards and Research* activities conducted by Juarez and Associates with the Ministry of Education, and supported by USAID. Please see attached [English version] grant program announcement for Guatemala.

Activities planned for next quarter

Technical assistance: Ecuador, Albania and Guatemala: Conduct technical assistance field visit to Guatemala. Continue follow on activities with DPO partners, USAID Mission staff and USAID Contractors/Grantees in Ecuador and Albania.

In Indonesia, we will continue to communicate with USAID/Indonesia to plan a field visit for fall 2007.

Small grants: Announce grant awards in Ecuador. Review proposals and announce grant awards in Albania and Guatemala.

Monitoring and Evaluation: Review benchmarks and impact indicators; review and revise evaluation plan for each technical assistance field visit and for overall project.

Dissemination: Plan participation in meetings with USAID personnel and other professional meetings to be held in 2007 and 2008.

Conclusion

We look forward to continuing to work with USAID to plan and implement intensive technical assistance to USAID Missions, USAID grantee organizations and contractors, and disabled peoples' organizations in selected countries. Thank you once again to USAID for support and cooperation to make this important work possible.

**Building an Inclusive Development Community
Activities
June 14-23, 2007
Albania**

Thursday, June 14, 2007

MIUSA Consultants arrive in Albania.

6:00 PM Coordination Meeting and Dinner

Friday, June 15, 2007

9:30-1:00 Planning and preparation meeting with ADRF.

2:00-3:15 Meeting with USAID Staff to create Albania Disability Plan
a) follow internal Mission procedures and USAID disability requirements;
b) outline procedures on how to integrate inclusive development in projects.

David Thompson and Suzana Cullufi of USAID arranged a large meeting of USAID staff and program officers including the executive office (EXO) and contracts.

We presented to them

- An overview of the BIDC project;
- The accomplishments of USAID/Albania, Contractors and DPOs since the first field visit;
- The core principles of the USAID Disability Policy and additional AAPDs;
- Discussed the concepts that go into a Mission specific disability plan; and
- Facilitated a question/answer session.

USAID and Contractors:

We highlighted USAID Docs, DAI, Forecast and TerreDHomes.

DPO advocacy

We highlighted that ADRF has two contracts with USAID (1-DCHA/DC, 1-USAID/Albania) and has partnered with MIUSA on the BIDC project, and ADRF's participation in the 9th International Congress on Community Service for Children, Youth and Families with Special Needs (Washington DC, 2006).

Dialogue with Host Country Governments

We gave examples where USAID could instigate dialogue, for example, simply requiring that inclusive language in contracts be included in contracts and MOUs with the government of Albania. Many people asked questions about the legislation in Albania and were concerned that they'd be pushing the US legislation. Bardyuka addressed this issue by barriers to implementation of the Albanian legislation related to issues of rule of law, business environment and corruption. USAID staff working in rule of law, business and anti-corruption projects identified avenues through which their services might be effective in facilitating implementation of the law.

Universal Design and Access Standards in US-Financed Construction

In a timely conversation regarding US-Financed Construction. Bruce Kay and Sokol Aliko asked many questions about US-Financed Construction, as blueprints were nearing completion for a new one-stop business registration and tax paying center, funded by the US and Albanian governments. The technical assistance team offered the following:

- 1) We forwarded the policy on US-Financed Construction, the Albanian legislation that addresses access norms in construction and a copy of the USAID Disability Policy with references and links on finding access guidelines.
- 2) We arranged a meeting with Sokol to further discuss the project and learn as much as possible before meeting with Chemonics.
- 3) We arranged a meeting with Chemonics to discuss their project and offer support.
- 4) We encouraged USAID to include ADRF as a key advisor to the MCC project. To participate at government level meetings and at planning and implementation level sessions with Chemonics.

Saturday, June 16, 2007

1:00-5:00 Inclusive Development Cadre of Advisors (DPO training)
ADRF offices in Tirana

Opening

Introductions (via partners/activity)

Goals of the Advisors Training

Break-out groups: Discussion: What is international development/MDG and UN convention, EU Guidance. Mary Keogh and Flora Kalemi led one group while Cara Galbraith and Bardyuka Kaspiri led the other.

Presentation and discussion of the Case Studies

Evaluation

Close

The group is well trained in advocacy and comfortable in a traditional role of advocating. ADRF did a good job of bringing together seasoned advocates and those less experienced. We immediately began teaming the advisors in training together not only based off disability rights and inclusive development knowledge but based on temperament and diplomacy skills.

Sunday June 17, 2007

Planning meeting for Coalition Building workshops

Monday, June 18, 2007

9:30-12:30 Albanian Inclusive Development Coalition Building workshop
Session held at Tirana International Hotel

A very impressive group of DPOs, advocacy and human rights groups, multi and bi-lateral development organizations and business sector representatives came together.

The business sector, human rights and development agencies are very engaged in the process and seeking strong involvement from the DPOs. ADRF demonstrated the greatest ability to partner and collaborate in the proposed coalition. The group agreed that ADRF could act as a coordinating facilitator to bring the coalition back together again several times over the next couple of months.

Outcomes:

- Strong desire to collaborate
- Increased knowledge of disability and development issues
- Increased knowledge of work and responsibilities of international disability and development groups (IDDC, Irish Development Coalition, DCDD, etc)
- Raised hope for future
- Demonstrated cross-sector ability to collaborate
- Signed statement of collaboration

2:00-5:30 Inclusive Development Cadre of Advisors (DPO training)
Session held at: ADRF offices in Tirana.

We reconvened with the advisors to practice potentially challenging situations and demonstrate different ways to encourage and foster inclusive development practices within development agencies work.

We continued with the case studies exercise. The Case studies were designed based directly off of three USAID supported programs and activities to which the advisors would be making site visits later in the week (Junior Achievement; John Snow, Inc; and Chemonics).

Participants worked in teams and we facilitated role-play activities to demonstrate potentially challenging situations that may arise during a consultation.

We discussed the role of the advisors:

- As ambassadors of the disability community
- Seeks to learn from the development organization
- Seeks partnerships that benefit and support the common work of each involved
- Seeks to advance inclusive development.

Tuesday, June 19, 2007

9:30-12:30 Albanian Inclusive Development Coalition Building workshop
Session held at: Tirana International Hotel

Below are some of the comments about what each group hopes to benefit from the coalition:

WHO: Support their mental health programs. Increase understanding of mental disability.
They see this as a helpful initiative for all.

VODAPHONE: Better synergy between people with disability and societal resources

SIDA: Want to use inclusive development as a new cooperative strategy for Albania

Bethany CTR: Address mothers and children. Increase information on people with disabilities.

Save the Children:

Increase inclusive development in framework of education work they do and across programs.

Assist the Life: Real cooperation to integrate people with disabilities.

MEDPAK: We present a unique and unified opinion and model of inclusion as a coalition. This we can demonstrate to the government and to society.

CAO: Protect Albanian citizens' rights (Citizen's Advocacy Office CAO)

Partners in Albania: Reach more of the population

Alternativa: Engage municipalities and DPOs (Alternative is an association of municipalities)

Urban institute: See coalition assisting with implementation of Urban Planning Norms

Association of Builders: Want to assist people with disabilities. Increase daily life.

Center on Torture: Strengthen and form a more powerful voice. Raise issue of mental health and disability.

Labor Invalids International norms, protection and rehab into society.

Albanian Helsinki Committee: Glad group is engaging public institutions. Sees disability and development as a "whole society" issue that affects infrastructure too. The gap created is that everyone works individually, this allows us to close the gap by working together. We can all contribute, a common way or working, monitoring etc.

GTZ: Support disabled children

USAID: Would like to see a resolution of commitment by group at end.

2:00-4:30 Consultation with a group of USAID partners
Session held at "Miresia" Workshop, ADRF premises in Vora

MIUSA and ADRF engaged in a discussion with Ms. Thimm about the World Learning's Forecast program, about their work last year on sponsoring the team to attend the 9th International Congress on Community Service for Children, Youth and Families with Special Needs (2006) and on their upcoming projects.

Wednesday, June 20, 2007

9:00-10:00 Consultation and Discussion with USAID/MCC project staff member, Sokol Aliko regarding the MCC project.

Cara Galbraith, Flora Kalemi, Bardyuka Kaspiri, Emiliano Lule conducted the consultation.

9:30-12:00 Consultation with a group of USAID partners
Meeting held at “ Miresia” Workshop, ADRF premises in Vora

Tour of Miresia wheelchair workshop and presentation by ADRF, followed by a discussion of inclusive development and the USAID Disability Policy; discussion of specific project activities and inclusion.

Areas where they will follow up:

ARC:

Clinic and household visits. Organize with parent’s organizations
Educate and train staff. Conduct a TOT and include inclusive development, barriers to medical attention and parental shame etc.

TDH: Address issue with the Roma community

Community mobilization. Ask the community advisors to engage families with a person with a disability

Include disability awareness in school curriculum. Add content in child protection manual, connect people with disabilities with their work. 1

Pro-Shendit:

Primary health care reform and insurance. Work with ADRF on insurance and disability issues.

3:00-4:00 Site Visit: Junior Achievement
Zela Koka, Ledjo

4:30-5:30 Site Visit: Albanian Family planning

Thursday, June 21, 2007

10:30-12:00 Q/A session with grant applicants

2:00-5:00 Debrief meeting with ADRF

Friday, June 22, 2007

10:00-11:00 Re-convene with USAID staff to review disability plan and identify areas for additional support or information.

11.30-1:00 Site Visit and Meeting with Millennium Challenge Albania Threshold Agreement (Chemonics)

18.00 – 19.00 Meeting with Hope and Love, Luljeta Rrugji

Saturday, June 23, 2007

Departures



"Letter of Intent"

Request to Submit a Proposal for a Small Grant

From the Building an Inclusive Development Community Project Albania 2007

Instructions: Read the Grant Criteria, Examples, and Guidelines to submit a Letter of Intent to Mobility International USA (MIUSA). The Letter of Intent describes your project idea. If your project meets the guideline, MIUSA will invite you to submit a full proposal for the Small Grant Competition.

Deadline: The deadline for submission of your Letter of Intent is June 25, 2007. Letters of intent should be sent directly to Mobility International USA, by email at development@miusa.org.

Grant Criteria

Applicants: proposals must be from:

1. Disabled People's Organizations (DPO)
2. Parent Advocacy Groups or
3. Newly formed initiative groups managed and led by people with disabilities.

Objectives: Small grants will support innovative projects and collaborative initiatives that meet **two or more** of the following objectives:

1. Result in *inclusive practices, policies and outcomes* within *existing* international development initiatives, programs and activities in Albania;
2. Result in collaboration between disabled people's organizations and international development agencies and/or community development organizations; and
3. Improve skills for advocacy and leadership of individuals with disabilities, including women and girls with disabilities, disabled peoples organizations and initiative groups, to promote participation of people with disabilities in development programs.

Scope of activities:

1. Activities may be national, regional or community-based.
2. This grant program **requires DPOs to collaborate** with international development programs or their local partner organizations. For the purposes of this grant program, these collaborating development organizations should not be DPOs, disability service providers, or other disability-focused groups.

3. Strong consideration will be given to projects that result in participation of people with disabilities in existing development programs.

Award size:

Several small grants of approximately USD \$3,000-\$7,000 will be awarded to applicants whose project meets the grant criteria (see previous page).

Support to Grantees in Local Level

The Albanian Disability Rights Foundation (ADRF) will serve as a liaison to MIUSA and provide on-the-ground technical support. ADRF will facilitate the coordination, cooperation and communication between grantees and collaborating development organizations, including USAID contractors and other development agencies working in Albania. ADRF will host an informational meeting on **June 5th, 2007, at 15.00, at ADRF office, (address below)**, to answer questions from Disabled Peoples Organizations to better assist them to submit an effective Letter of Intent. During this session, open to any Albanian DPO, ADRF will provide clarifications about the small grant initiative and explore options for possible projects.

ADRF contact details:

Rr. Andon Zako Cajupi, Pall 15, kati 3te, Tirane,
tel: +355 4 269426, e-mail: adrf@albmail.com,

Additionally, ADRF will assist with assessment, evaluation, monitoring and facilitating of communications with MIUSA. ADRF will assist MIUSA to create and implement a basic monitoring system to effectively track data. ADRF will also collect information during regular meetings with grantees that will be convened during the projects' implementation stage, help identify best practices, address challenges and offer recommendations for successful project outcomes.

Selection of grantees

The Albanian Disability Rights Foundation will assist DPOs to formulate project ideas and collaborations and submit Letters of Intent and proposals. ADRF will serve as a local point of reference and information source for MIUSA regarding proposals. However, MIUSA will engage an international panel to review applications and the final decision regarding funding will reside with Mobility International USA and the United States Agency for International Development.

Examples:

Please note **that these ideas are only offered as examples. MIUSA welcomes other ideas that meet the grant criteria.**

Some ideas for projects:

- A coalition of DPOs will convene monthly breakfast meetings with representatives of international development agencies and their local partner organizations, community-based development organizations and other stakeholders, where each organization will identify action steps toward inclusion of people with disabilities in development programs. At each meeting, participants will review progress and challenges, exchange

information, ideas and resources, and identify steps to take over the next month. Each month, representatives of the DPO coalition will meet with one or more of the participating organizations to provide more targeted technical assistance, and each month a development organization will visit one or more DPO to provide information about programs, services and opportunities to participate.

- A DPO will provide training, consultation and technical assistance on employment of people with disabilities to staff of the local partner of an international development agency, which conducts a job-training program. The DPO will assist with recruitment of people with disabilities in the job-training program, by identifying qualified individuals and assisting with access arrangements. Staff of the job-training program will provide information, contacts and assistance to the DPO to identify and open doors to employment opportunities for individuals with disabilities upon completion of the training.
- A DPO will host a leadership program for teens and youth with disabilities to promote participation in community or international development programs. International development agencies and/or their local partners will make presentations and arrange site visits, to teach the young participants how international development agencies work, what issues international development programs address, what activities international development agencies are conducting or supporting in their community, and how individuals can participate in development programs. The DPO and one of the participating agencies will work together to facilitate participation of the teens and youth with disabilities in a community leadership training for young people.
- A DPO will publish four issues of a newsletter that will feature news and events and job openings from development agencies, opportunities to participate in development programs, and a column submitted by a development practitioner, discussing a current social/human issue. The Newsletter, which will also feature DPO news, issues and community events, including those of women with disabilities, will be distributed to DPOs, to international and community development agencies, and to other key community partners.
- A team of DPO leaders will work with an international development organization and/or its local partners to implement a program of consultation and technical assistance on inclusion of people with disabilities in community development programs. The DPO will provide advice, staff training, and assistance to the development organization(s) in such areas as arranging sign language interpretation and Braille document services, recruitment for employment positions, facilitation of accessible meetings, staff trainings, outreach to DPO community, etc.
- A DPO Women's Committee / network will collaborate with a community agency conducting a program on women and violence, with support of an international development organization. The DPO and the Women's Agency will work together to address access issues to facilitate participation of women members of the DPO to participate in a community training for women. DPO women members will conduct a workshop with staff of the Women's Agency on violence-related issues that have particular impact on women with disabilities, and members of the Women's Agency will conduct a workshop for all DPO members on gender-related violence.

Letter of Intent Guidelines

Your letter of intent must include this information and be sent to development@miusa.org no later than June 25, 2007.

I. ORGANIZATIONAL INFORMATION

- Name of Organization:
- Contact Person:
- Complete Physical Address:
- Email address:
- Telephone Number (Including country and city codes)

II. PROJECT INFORMATION

- Name of proposed project
- Location of proposed project
- Goal of proposed project
- Project Description. Explain how your project will address the three **objectives** outlined in the Grant Criteria

III. COLLABORATIVE RELATIONSHIPS

This project requires collaborative partnerships.

⇒ *Projects must involve international development programs and their local partner organizations. Partners may be involved in the design, implementation, and review, as advisors, participants, co-sponsors, co-coordinators, trainers, or in other ways.*

⇒ *For the purposes of this grant program, collaborating development organizations should **not** be DPOs, disability service providers, or other disability-focused groups.*

Please tell us:

- Name and email address of the international development organization or their local partner organization that is collaborating with you on this project.
- Name and email address of a local community development organization that is collaborating with you on this project.
- Please give a summary of how each of your collaborating development organizations will be involved in this project. What will they contribute? What will they do? How will you work together to reach your program goal?

III. FINANCIAL AND BUDGETARY INFORMATION.

Please state the approximate budgetary amount in US \$ required to facilitate your proposed project (For example: \$3,500-4,200).

- If your organization is invited to submit a full project design, we will request a detailed budget.



Mobility International USA



**Grant Application Form
Building an Inclusive Development Community
Guatemala Application Package
2007**

Please read and fill out all sections of this application, including:

- Grant Application Criteria Grant Application Cover Pages
- Budget Form Scoring sheet
- Grant Application Questions (use separate pages)

1. Please type or print clearly in ALL SECTIONS.

- Complete applications may be sent by email or fax.
- Audio-taped applications will be accepted. Contact MIUSA at development@miusa.org for details on submission requirements.
- **Application language:** Spanish or English.
- Applicants will NOT be judged on English spelling, vocabulary or grammar!

2. Please include the following contact information at the top of each page:

- Name of organization or group
 - Telephone or fax: country code, city code and local number
- Email address and alternate email address if possible

3. Letters of Intent to Collaborate should be completed by two organizations that will collaborate with you to implement your project. These persons cannot be family members.

- One organization must be an international development organization or program with whom you will be collaborating.
- The other organization could be any of the following: a local stakeholder, community group, local school or teacher's association, non-governmental organization, disabled person's organization, government office, service provider or business community representative, or other pertinent to your project.

4. Please apply on time!

- Complete applications include, Grant Application Cover Pages, Typed Grant Application, Budget Form, Scoring sheet and Letters of Intent to Collaborate.
- We expect a large number of applications for a **limited number of grants**.
- **Applications must be sent no later than June 25, 2007 to: development@miusa.org faxed to: 541- 343-6812.** Applications received after that date will not be considered.

Intent of the Small Grants Program in Guatemala:

Small grants will be awarded to support local Disabled People's Organizations; Parent Advocacy Groups and initiative groups to facilitate innovative projects and collaborative initiatives that will:

4. result in an increase in inclusive practices, policies and outcomes within existing international development initiatives, programs and activities in country;
5. promote collaboration among disabled people's organizations and international development agencies and organizations; and
6. improve advocacy and leadership skills of individuals with disabilities, including women and girls with disabilities, disabled peoples organizations and initiative groups.

Activities may be national, regional or community-based. Strong consideration will be given to projects that demonstrate collaboration, community involvement and a creative approach.

Priority Area:

Inclusive Education:

One grant of approximately USD \$18,000 will be awarded to a DPO or Collaborative Initiative Group whose project addresses the three points outlined in the intent of the small grants program as listed above within the topic or framework of inclusive education.

At this time in Guatemala, the Ministry of Education and Juarez and Associates, are committed to addressing inclusive education within the framework of the *Education Standards and Research* activities, a USAID supported project.

In planning activities, the Inclusive Education Grantee should identify specific ways to build upon and strengthen the initiative taken by Juarez and Associates in collaboration with the Guatemala Ministry of Education. However, these activities shall not take the place of activities coordinated by Juarez and Associates or the Ministry of Education. Rather, the intent is to empower people with disabilities to assert a disability rights approach to policy and practice of inclusive education.

During a recent technical assistance and training field visit to Guatemala, MIUSA technical assistance specialists made recommendations for community actions to promote inclusive education in Guatemala. Some of these recommendations are provided here as ideas. Proposals for the Inclusive Education grant are *not* limited to these recommendations.

- Conduct conferences to share inclusive classroom and education successes and challenges;
- Support school inclusion projects and encourage creative resource development;
- Increase family and community awareness;
- Develop informational materials;
- Support pilot projects for inclusive classrooms or schools. Document and share successes and solutions to challenges encountered;
- Engage the government, business and NGO sectors to implement inclusive education activities; and
- Develop and implement teacher-training program.

Application Criteria:

- Applicants must be Disabled People's Organizations, Parent Advocacy Groups or newly formed initiative groups managed and led by people with disabilities.

Review Panel: Mobility International USA will select finalists following the review and recommendations by an independent committee from the US and around the world.

Reporting: Finalists are expected to submit a financial report and narrative report at the close of the project.

Questions: Applicants may ask questions by emailing development@miusa.org .

Application criteria, pg. 4 of 4

The Small Grants Program in Guatemala is an initiative of the *Building an Inclusive Development Community* project which is generously supported by the United States Agency for International Development, Office of Democracy, Conflict and Humanitarian Assistance, under cooperative agreement number GEW-A-00-01-00012-00 with Mobility International USA.



Mobility International USA



Grant Application Cover Sheet

1) Contact Information:

Organizational Name _____

Address (include full mailing address) _____

Country _____

Postal Code _____

Tel/TTY: (____)(____)_____
(Country code, City code, Local number)

Fax: (____)(____)_____
(Country code, City code, Local number)

Primary email address _____

Secondary email address _____

2. Organizational Structure. All applicants must be Disabled People's Organizations, Parent Advocacy Groups or newly formed initiative groups managed and led by people with disabilities.

Please mark the one that best describes your group:

_____ Disabled People's Organization
(led by and for people with disabilities or the Deaf)

_____ Parent Advocacy Group
(Parents of children who are disabled or Deaf)

_____ Initiative group managed and led by people with disabilities

3. Overall objective of the project (Limit to 45 words):

4. Duration of the project: _____

5. Brief Summary of the project (Limit to 100 words)

6. Budget information

Total Project Budget \$ _____

Amount requested from MIUSA \$ _____

7. Authorized Representative

To the best of my knowledge and belief, all data in this application are true and correct. The application package has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the funding is awarded.

Head of Organization (Name-Printed)

Signature of Head of Organization

Name of person responsible
for project implementation

Signature of person responsible
for project implementation

Date (Month/Day/Year)



Mobility International USA



**Building an Inclusive Development Community
Grant Application Questions**

Applications must be

- **Typed, double spaced with 1” margins** on all sides;
- No more than **5 pages in length**, including budget form.

I. Brief organizational history

Please provide a short description of your group/organization/network. How did you get started? Why? Who do you represent? What activities or services do you provide? What are some of your accomplishments?

II. Programmatic/Narrative

- a. What is/are the issue(s) to be addressed? Please include target population(s), number of individuals and geographic area(s) that will benefit from this proposal.
- b. What are the expected results of the project?
- c. How will you know that you have achieved these results?

III. Please describe the involvement of co-operating partners in the project? Who are they? How are they included in the direction, implementation and/or co-financing of the project?

- b. Please describe how women with disabilities are involved in the decision-making and implementation of the project?

IV. Please attach a work plan outlining organizational details of your proposed activity. It should offer a complete picture of how the project will be organized, implemented and evaluated from implementation to close of project funding.

V. Please use the one-page budget form MIUSA has provided. MIUSA requires a minimum of 5% contribution from the applicant (direct match or in-kind).

Building an Inclusive Development Community Budget Form

Expense Categories	Request from MIUSA (\$USD)	Matching Contribution	Total Budget
Staff			
Salaries (# of people x # of hours a week/month)			
Payroll Taxes			
TOTAL SALARIES/PERSONNEL			
Disability Accommodations			
Sign language interpretation			
Braille materials			
Local transportation			
Activity Expenses			
Travel expenses			
Equipment			
Supplies			
Printing and Copying			
Telephone/Fax/Email			
Postage and Delivery			
Rent/utilities			
Room rental			
Publishing/Materials			
TOTAL SALARIES/PERSONNEL			
TOTAL PROGRAM EXPENSES			
PROJECT TOTAL			

