

Section 1: Cover Page
(Network)

**Scholarship Proposal for the
CODE-NGO SCHOLARSHIP FUND PROGRAM
FY _____**

Network Profile:

Executing Network:

Contact Person:

Position/Designation:

Organization:

Address:

Tel / Fax:

E-mail:

Brief description of (Network)'s scholarship program for the year:

1. State the need for the scholarship.
2. Briefly describe your network's Scholarship Program for the year, identifying the name of scholar(s), name of course(s) and what institutions to enroll to. State also your desired outcomes for the program.

Estimated Total Amount of Scholarship:

Total Amount Requested from CODE-NGO:

Total Counterpart Contributions of the Network, (if any):

Total Counterpart Contributions of the Scholar:

Duration of Scholarship:

Section 2: Description of the (Network)'s Scholarship Program for FY -----

Project Background or Situation Analysis

(Maximum of two paragraphs)

Explain why assistance is being requested from the Fund, specifically for the identified scholar. (If supporting more than one scholar, explain why support is needed individually for each scholar). Establish the relevance of the training on the career development goals of the scholar, as well as to the goals of the Network and the base organization.

Expected Output and Desired Outcomes

(Maximum of two paragraphs)

Describe the outputs to be produced and the outcomes desired from the scholarship program. Translate them into verifiable indicators.

- Outputs are the expected deliverables from the scholarship program. They are tangible and precise, specifying number, e.g. scholars trained, re-echo of training conducted, policy paper developed, hours of service commitments served, etc.
- Outcomes are expected results or impact of the scholarship program to the longer-term HRD goals of the organization.

C. Management Arrangements

Explain the important terms of condition between the organization and the scholar: implications on the work output of the scholar for the duration of the program; the specific output (document) the scholar will provide after the completion of the program; roles and obligation of the Scholar after the completion of the program; condition if the scholar fails to complete the program and counterpart arrangement of the organization, the Network and the scholar.

F. Budget

Present the overall financial requirement of the scholarship program, identifying the major budget items. Specify amount requested from CODE-NGO and the counterpart funding from network, the organization and the scholar. The budget should be realistic and should relate only to activities related to the scholarship program.

Section 3: Summary Profile of the (Network)'s Scholar(s) for FY _____:

Name	Position / Title	Organization	Length of Service	Course to be taken up for Scholarship	Scholarship Amount Requested from CODE-NGO (Php)	Duration of Scholarship	
						From dd/mm/yy	To dd/mm/yy
1.							
2.							
3.							
4.							
5.							

Attachment: Scholar Profile Form

(The scholar shall be asked to fill-out this Form. Kindly use one Form per scholar. Add Forms as maybe necessary).

Name of Scholar:

Age:

Gender:

Marital Status:

Position/Designation:

Organization:

Business Address:

Business Tel.

Business Fax:

Business E-mail:

Home Address:

Home Tel.

Personal E-mail:

Mobile No.:

Course to be taken up for scholarship:

Kindly answer completely and candidly (use extra sheets if necessary):

1. How long have you been with your current organization?
2. What are your key duties and responsibilities in the organization?
3. Prior to your current work, what were your previous development work experience(s)? Kindly list down, starting from the most recent, your key duties/responsibilities, the organization you served and duration of service.

Previous development work experiences <i>(Indicate at most three (3) prior work only, starting from the most recent).</i>		
Key Duty/Responsibility	Organization	Duration of Service (From mm/yy to mm/yy)
1.		
2.		
3.		

4. What are your future career objectives? How will your training contribute to these?
5. What will be the specific contributions of your training to your organization's/Network's goals?
6. Kindly indicate the estimated financial requirement of your scholarship, broken down as follows:

Total Cost of Scholarship	Amount Requested from CODE-NGO	Scholar's Counterpart	Network/ Organization's Counterpart

I certify that the information above is true and correct.

Signature over Printed Name of Scholar

Date Signed: _____