

**Project Development Format**  
*(for Projects under SDF Social Window)*

---

**Country:**

---

- 1. Project Title:**
- 2. Objectives of the project:**
- 3. Project Description:**
  - 3.1. Context (country specific) :**
  - 3.2. Project activities :**
  - 3.3. Output of the project**
  - 3.4. Outcome of the project**
  - 3.5. Impact of the project**
  - 3.6. Mode of project implementation**
  - 3.7. Number of Direct Beneficiaries**
  - 3.8. Number of Indirect Beneficiaries**
  - 3.9. Sustainability of the project (development of Social Business Enterprises)**
  - 3.10. Project Location(s)**
  - 3.11. Why now**
  - 3.12. Risks and assumptions**
  - 3.13. Project Implementation Period:**
    - 3.13.1. Expected date of commencement**
    - 3.13.2. Expected date of completion**
- 4. Details of Funding:**
  - 4.1. Co-funding (%):**
    - 4.1.1. SDF:**
    - 4.1.2. Proponent /Implementing Agency (IA) or :**
    - 4.1.3. Any other financial institution /organization :**

**Project Development Format**  
(for Projects under SDF Social Window)

---

**4.2. Fund Requirement**

Sl. No.	Country	Amount ( US\$)
1.		
<b>Total</b>		

5. How expected outcome(s)/benefits of the project contribute for regional integration?
6. Name(s) of implementing/executing organization(s)/ agency(ies), along with brief profile of each organization/agency:
7. Name(s) of Recipient of Grant, along with brief profile of each agency/ organization involved:
8. Project Logical Framework as per SDF Format:

SL. No.	Project Component	Major Activities	Output Indicator	Means of Verification (MoVs)	Outcome Indicator	Means of Verification (MoVs)	Impact Indicator	Means of Verification (MoVs)
1								
2								
3								
4								
5								

**9. Phasing of activities under the Project i.e. achievement of Project Milestones:**

(If needed, a chart may be attached showing each activity vis-à-vis timeline - as shown in the sample below)

Months	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	→																							
		→																						
			→																					
				→																				



**Project Development Format**  
(for Projects under SDF Social Window)

<b>Programme Support Cost</b>		<b>C C = Country Currency</b>				
<b>Country Name:</b>		<b>Exchange Rate:</b>	xxxxxxx	/USD		
<b>SL. No.</b>	<b>Programme Support Cost</b>	<b>Budget</b>				
		Year-01	Year-02	Year-03	Total	Total
		CC	CC	CC	CC	USD
1	Staff Cost				-	#VALUE!
2	Office equipment and furniture				-	#VALUE!
3	Communication Cost				-	#VALUE!
4	Office Rent				-	#VALUE!
5	Office Utilities (electricity, water etc)				-	#VALUE!
6	Transportation cost				-	#VALUE!
7	Meeting Cost				-	#VALUE!
8	Audit cost				-	#VALUE!
9	Legal cost				-	#VALUE!
10	Bank Charge				-	#VALUE!
11	Statutory Compliances				-	#VALUE!
12	Office Supplies (stationary etc)				-	#VALUE!
13	Securities (office security)				-	#VALUE!
14	Insurance				-	#VALUE!
15	Advertisement cost (staff hire)				-	#VALUE!
16	Repair & Maintenances, Renovation				-	#VALUE!
	<b>Total</b>	-	-	-	-	#VALUE!

**12. A Basis (in detail) of the estimated costs:**