

Lien Environmental Fellowship – Project Brief
(Version 1: 20190531)

[PROJECT TITLE]

NAME OF APPLICANT:
AFFILIATION:
ORGANISATION'S ADDRESS:
DESIGNATION:
TELEPHONE NUMBER:
E-MAIL ADDRESS:

[1] PROBLEM STATEMENT

Applicant may use the following questions as a guide to write this section: What is the nature of the problem? How severe/prevalent is it? Who is affected? Why is it important to address this issue?

[2] SITE DESCRIPTION

Provide relevant information pertaining to the specific area of interest such as community (e.g. population), landscape (e.g. key geographical features such as rivers, lakes, canals etc.), climate etc. Inclusions of maps, or other forms of illustrations (with/without annotations) are encouraged.

[3] PROPOSED SOLUTION

Name and describe the key deliverable(s) of the proposed solution (e.g. drinking-water well, wastewater treatment facility, rehabilitated river etc.). Justify the preference/advantages of the proposed solution over other options (if applicable). Explain how/why this solution can overcome previous attempts that have been unsuccessful (if applicable). Wherever available, evidence of success using similar approach can be referenced. Name the beneficiaries of this project. Inclusions of any forms of helpful illustrations are encouraged.

[4] SUSTAINABILITY

Upon the completion of the project, describe how its longevity can be ensured. Name the key parties who will be responsible for the sustainability of the proposed project.

[5] METHODS

Briefly list and describe the key activities/tasks that will be required to complete the proposed project (e.g. research, design, feasibility test, optimisation, implementation, monitoring).

[6] COSTS

To the best of the applicant's ability, provide a brief summary of the project's estimated cost. Suggestion: Based on the activities/tasks listed in section [5], provide the associated costs. Whenever possible, a breakdown of these estimates should be provided also.

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[7] KEY PERSONNEL

List the individuals from the applicant's side that will play key roles in this project (e.g. government officers, scientists, village representatives etc.). Provide their names, organisations and designations.

[7] REFERENCES

Applicant may use any citation format as long as it is consistent throughout the document.

Note: (1) Applicants are encouraged to write this proposal as concise as possible. (2) Wherever applicable, applicants should append relevant diagrams, tables, charts etc. (3) Applicants are reminded to ensure proper formatting and to present the proposal in a tidy manner.

DECLARATION

In preparing this project proposal, the applicant declare that all submitted information is accurate and true.

Applicant's signature:

.....
Applicant's name:

Date:

Support of the head of department (or equivalent) of applicant's organisation

Head of department's signature:

Designation:

Name:

Date:

Contact number:

E-mail address: