MEMBER STATE TECHNICAL PROPOSAL FOR SETH FUND

1. Requesting Member State:

2. Title of proposal:

3. Purpose of request:

4. Event Type:

5. Geographic areas of implementation targeted with SETH funding:

6. Total number of individuals targeted with SETH funding (provide a breakdown by sex and age).
   a. Female
   b. Male
   c. Total individuals:

7. Please provide a summary needs assessment and justification for funding request from the SETH Fund. (A full report may be provided as an attachment to this proposal form)

8. Detailed description of implementation of rapid response activities.

   Objectives
   Activities
   Outputs

   Expected Outcomes and Indicators (Please use SMART Specific, Measurable, Attainable, Relevant, Time-bound) Indicators

9. Total amount of SETH funding requested:
   
   Note: Request should not exceed US$ 50,000

10. Breakdown of Budget

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Supplies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Supplies</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Contractual services</td>
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<tr>
<td>Equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff and Personnel Costs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Operating Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
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</tbody>
</table>

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1 Guidance for preparation of the budget

- Staff and Other personnel costs - These are all the expenses related to the total remuneration, payable by an employer to an employee in return for work done by the latter during a specified period.
- Contractual Services - These are costs related to consultancy charges for undertaking assignments which may require expert opinion or may require to be outsourced to another firm.
- Medical Supplies - These are costs relating to the procurement of consumable drugs, medical kits, etc
- Other Supplies - These are costs relating to procurement of other provisions and materials that may be necessary in undertaking rapid response activities. These may be tents, blankets, etc
- Travel - These are all related costs to travel i.e. air travel, road, boat, per diems and other travel allowances.
- General Operating Expenses - These expenses pertain to administrative expenses for carrying out activities relating to the operations of the Fund.
- Equipment, vehicles and furniture - The Fund will not typically fund the purchase of capital expenditure such as furniture, vehicles.
Name and Signature of approving authority:

Designation:

Date: