

Step 1

Technical Assistance Application

Project Name: _____

Project Location/Address: _____

Organization(s): _____

Local Contact Person: _____

Local Phone(s): _____

Local Email: _____

Local Address: _____

Overseas Contact Person: _____
(if applicable)

Overseas Phone(s): _____

Overseas Email: _____

Overseas Address: _____

We believe this project involves the following kinds of technical work *(check those which apply):*

site surveying

water supply/distribution

master planning

waste-water systems/removal

building design

rain water collection

existing building renovation

other: _____

We include with this application:

1. A brief description of our ministry (and/or ministry publications), including:
 - a. Purpose
 - b. History
 - c. Statement of Belief
 - d. Organizational Structure
2. Contact information of reference person (someone outside of your ministry who can speak on your behalf)
3. A written description of the proposed development project, including:
 - a. What it is, number of buildings, people and proposed scope for completed project
 - b. Why it is needed
 - c. How it will operate in coordination with existing ministry activities (if applicable)
 - d. How the project will minister to the needs of the poor and proclaim the gospel of Jesus Christ
 - e. **Why eMi² would be a better resource than local contractors/designers or ministry personnel**
4. The ministry budget or projected funding for the development project, including:
 - a. Projected project construction cost
 - b. Projected operational budget for the project after construction
 - c. Promised funds or expected donations for the project
5. Copies of documentation (Government plot maps, page 1 and 2 of deed, etc.) establishing the ministry's ownership of land
6. A description of the project site, including:
 - a. Location of site with respect to nearest major city and type of site (i.e. village, farm field, city lot, etc.)
 - b. Approximate size in local measurements and in acres
 - c. Topography (i.e. hilly, terraced, or flat) and vegetation
 - d. Existing constructions and utilities (i.e. existing buildings, wells, power lines, etc.)

Signing below signifies:

- I have read and understand the positions, policies, and requests of eMi² as set forth in **About eMi²**
- Our ministry will provide on-site expenses for a project team as described in **About eMi²**
- I understand eMi² requests reimbursement for team leader expenses as described in **About eMi²**

Ministry Director's Name <i>(please print)</i>	Board Representative's Name <i>(or equal; please print)</i>
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Signature	Date	Signature	Date
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(Signatures are required for eMi² project approval and signify the agreement of the Ministry Director and Board of Directors or overseeing body in regard to the proposed project, its purpose, operation, and need for eMi² involvement)