

Application Form for Microgrants

Section 1: Applicant Information

Grant Applicant Organization/Group Name:

Youth Project Lead(s):

.....

(Include Age(s))

Fiscal Lead Contact Person:

Email:

Fiscal Lead Contact Person's Phone Number:

Section 2: Project Details

Project Type (select one):

- CO-PRODUCE () Awareness, Education, Research, Co-Development Initiatives
- CO-DESIGN () Launching Climate Mitigation and Adaptation Initiatives ○
- CO-GOVERN () Involvement in Governance of Local Climate Action Plans

Project Title:

Key Climate Priorities:

(Microgrant project proposals must focus on one or more of the key climate impacts identified in the [Accra Climate Action Plan](#))

Climate Focus Area (refer to Accra Climate Action Plan):

Project Description:

[Provide an overview of your project including its background, problem statement and specific objectives along with the expected effect on the community and the environment. Describe the current issues or challenges your project aims to address and why this intervention is crucial now. (Max 300 words)]

Proposed activities:

[Provide detailed timelines for all activities to be undertaken under the proposed project.]

Target Audience:

[State your primary beneficiaries (e.g., youth, community members, marginalized groups, specific demographic groups, etc.)]

Project Location:

[Where will your project be implemented? Name of the area and sub-metro]

Section 3: Implementation Plan

[Describe the specific activities and steps your project will undertake. Include a clear timeline and describe the measurable outcomes you anticipate. Detail how each activity will contribute to achieving the stated goals (Max 300 words)]

Sustainability and Scalability:

[How will your project ensure long-term sustainability and impact?]

Section 4: Budget Estimate and Financial Information**Budget Allocation and Justification:**

[Provide a breakdown of how you plan to use the microgrant funds including itemized expenses and a justification for each expense. (Max 200 words)]

Total Budget:

[What is the total budget for your project?]

Funding Requested:

[How much funding are you requesting from the Youth Climate Action Fund?]

Budget Breakdown:

[Provide a detailed breakdown of your budget including specific costs (e.g., materials, labour, marketing).]

Other Funding Sources:

[Are there any other sources of funding for your project? If yes, please list them.]

Section 5: Team Information**Youth Engagement Plan:**

[Describe how young people will be involved in the project including their roles, responsibilities, and opportunities for leadership. (Max 200 words)]

Youth Volunteer Activities:

[List any volunteer opportunities associated with your project and how youth can get involved.
(Max 100 words)]

Section 6: Additional Information

City Services Requested:

[Specify any city services or support needed for the successful implementation of your project.
(Max 100 words)]

Before Photos:

[If applicable, include any "before" photos relevant to your project for reporting purposes. Please submit photos with the highest resolution possible. Attach files if necessary.]

Monitoring and Evaluation:

[How will you monitor and evaluate the progress and success of your project?]

Additional Information:

[Include any additional information or details you think are important for the consideration of your application. (Max 100 words)]

Section 7: Declarations

By submitting this application, we agree to comply with the terms and conditions of the Youth Climate Action Fund and commit to using the microgrant funds responsibly and transparently to advance our project's objectives.

Youth Project Lead(s) Signature: [.....]

Fiscal Lead Contact Person Signature: [.....]

Consent for Data Use:

I consent to the use of my data for the purposes of reviewing and processing my application.

Yes () No ()

Submission Instructions

Please complete all sections of the form. Attach any relevant documents such as project plans, budget details, and previous project reports. Submit your completed application by **25th September,2026**.

Contact Information

For any questions or assistance with your application, please contact us at: [Accra Metropolitan Assembly Project Team E-mail: resilience@ama.gov.gh or on the following contacts: 0535131555,0246011911,0268241644.]