

## Annex A. APS Application Form

### Section 1: Basic Information

<b>1. APS Number</b>	APS-FSNR-2024-002	
<b>2. Date Application Submitted</b>		
<b>3. Name of Organization</b>		
<b>4. Unique Entity Identifier (UEI) Number <i>(if available)</i></b>		
<b>5. Organization Representative</b>	Name:	Telephone:
	Title:	Email:
<b>6. Address</b>		
<b>7. Registration</b>	<p><i>Business Registration Type: (Attach copy of registration)</i></p> <p><i>LRA-TIN Number:</i></p> <p><i>CDA-Certificate/Letter: (if available)</i></p> <p><i>Tax Clearance Certificate:</i></p> <p><i>Registration Date: DD/MM/YYYY</i></p>	
<b>8. Concept Note Title</b>		
<b>9. Type of Organization (Check <u>all</u> that apply)</b>	<input type="checkbox"/> Cooperative <input type="checkbox"/> Small and Medium Enterprise (SME) <input type="checkbox"/> Other (explain): _____	
<b>10. Age of Business</b>	<input type="checkbox"/> 0-5 years of operations <input type="checkbox"/> 6-10 years of operations <input type="checkbox"/> 11+ years of operations	

<b>11. Size of Business</b>	<input type="checkbox"/> 1-49 employees / members <input type="checkbox"/> 50-99 employees / members <input type="checkbox"/> 100-249 employees / members <input type="checkbox"/> 250+ employees / members	
<b>12. Support Requested</b>	<i>(List services and/or items – See Section I for examples)</i>	
<b>13. Location of Activities</b>	<i>(List County or Counties —See Annex B)</i>	
<b>14. Financial Support Requested Approximate (Budget)</b>	Estimated Value of Support Requested from FSNR (USD)	
	Applicant Co-Investment Amount (USD)	
	Total Project/Investment Cost (USD)	
<b>15. Period of Performance</b>	Total Number of Months	

*(Instructions have been provided in italics. They do not count toward page limits, and you may choose to delete them.*

- *Write your answers in the box next to the questions as you will not be able to change any of the other text.*
- *When you are answering questions, try to be as brief as possible and only provide information that is relevant to the question set. Please follow the guidelines on the amount of information that should be included.*
- *Answer all sections and if you do not have an answer for a question, please write ‘None’ or ‘N/A’.*

## Section 2: Technical Approach (Maximum 5 pages)

1. **Background:** *(Provide a brief background of your organization, current operations in terms of scale, business model and plans for growth and market constraint. Please provide an overview of the cooperative's current challenges, opportunities, and/or problems. Discuss political, social, economic, and/or environmental conditions that require change.*
2. **Project Objectives:** *(These objectives should be clearly formulated, oriented towards an impact, be specific, measurable, realistic, and have a time limit. They should demonstrate a clear link to the eligible activities outlined in this APS).*
3. **Project Description:** *(Provide the detailed description of your proposed interventions. Describe how the activities will lead towards strengthening agricultural practices and on-farm processing capacity, diversify livelihoods and increase incomes, and improve market access and year-round availability, accessibility, and utilization of nutritious food. Show how future activities and investments will continue and grow after USAID funding has ended. Demonstrate how this investment will develop market partnerships and linkages with other Agri-based business players).*
4. **Creativity, Innovation and Technology driven:** *(Provide the detailed description of how your proposed interventions provide for innovation, are creative and smart and adopt technology in their application). Show how you will build on previous investment if you have benefited from previous grants. [Mention the amount, period, and source of your grant]*
5. **Co-Investment:** *(Provide a short description of the planned co-investments contribution by your organization towards this activity. For example, list any equipment to be purchased, financial resources that will be accessed for the investment, supplies and materials). This is a section where you need to describe the contribution you will make to compliment the grant funds and meet the proposed objectives.*
6. **Environmental Impact:** *(Identify any potential environmental impacts due to proposed activities and include proposed mitigation measures. This may also include proactive approaches to deter environmental impact through uptake of improved technologies, climate-smart agricultural practices, and other approaches).*
7. **Inclusivity / Employment Opportunity:** *(Indicate who will benefit from successful implementation of grant activities or investments and why; describe how your program will contribute towards greater inclusion of women, and youth). Investments that expand employment opportunities for women and youth are desired and you should briefly state how many new jobs may be created as a result of the grant.*
8. **Past Performance:** *(Please provide a detailed summary of the cooperative or SMEs past performance in chronological order, including years of experience in the relevant sector).*

**Section 3: Required—Certification**

I, \_\_\_\_\_ (*authorized officer name*), the  
\_\_\_\_\_ (*title, Chairman/President/Executive Director /*  
*Representative*) of \_\_\_\_\_ (*name of business /*  
*organization*) that is requesting assistance from the Feed the Future Liberia FSNR activity for the  
implementation of the proposed activity certify that all the information presented in this application  
in response to the APS is accurate and correct.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_