

Date 2005

NAME

Position

Organization

Fax:

RE: APPLICATION FOR PROGRAMS IN 2006

Dear _____,

As discussed with you in our Annual Planning Workshop, I would like to remind you to start preparing your application for funding for your Programs in 2006.

Attached is the prescribed format for you to fill up. I suggest that you categorize your projects and activities according to our major areas of concern namely: political and institutional reforms, Mindanao and social market economy. The form also requires you to identify for each project the kind of activity (seminar, publication, DVD, Debate etc), target dates, target groups, cooperating agencies, location, goals, budget and expected outcomes of the project. For those projects that are not within the 3 categories, they can be classified under Others. These details will help us better understand your projects therefore easily identify synergies with our own projects and projects of our other partners. The form contained a sample entry for your reference.

The attached examples are composed for the project partners. However, they may give you an idea on how you can package and categorize your programs. Your plans will be part of the integrated plans of the Konrad-Adenauer-Stiftung which will be implemented in 2006. (BUDGET FIGURES ARE NOT REQUIRED YET). I discussed this application requirement during our Annual Planning Workshop at the New Hyatt Hotel. Copy of my presentation is available from the KAS website at www.kaf.ph.

Please submit your applications latest on the last week of October 2005. Should you have questions and clarifications, you may contact Felipe Parba or Bianca Locsin, program managers.

Thank you for your cooperation.

Sincerely,

Country Representative

KAS