



# Knowledge Management Fund

## Application Form

The Knowledge Management Fund (KMF) is the Knowledge Platform's instrument to financially support activities arising from its community. The aim of the KMF is to strengthen policies and programs, particularly in Fragile and Conflict-Affected Settings (FCAS), by diversifying thinking, evidence and ways of working in the Security & Rule of Law (SRoL) field. The small-scale grants awarded by the KMF offer a low barrier to entry for pioneering, agile and experimental proposals.

The KMF is a €200,000 annual fund that awards grants of up to €20,000 initiatives that contribute to high-quality learning in the SRoL field, and the subsequent use of (co)created knowledges in programming and policy. Grants are awarded through two windows each year, in Spring and Autumn.

## Frequently Asked Questions

[Check the FAQ for any questions.](#) If you have any other questions, please contact the Platform via [KMF@kpsrl.org](mailto:KMF@kpsrl.org).

FIRST TIME APPLICANT? (YES/NO)

PROJECT TITLE\*

LEAD APPLICANT NAME AND JOB TITLE\*

LEAD ORGANIZATION NAME

LEAD APPLICANT (ORGANIZATION) ADDRESS, COUNTRY\*

CONTACT PHONE\*

CONTACT EMAIL\*

CO-APPLICANT NAME AND JOB-TITLE

CO-APPLICANT ORGANIZATION NAME

## CO-APPLICANT (ORGANIZATION) ADDRESS, COUNTRY

To which strand are you applying?\* (select one)

EVENTS/RESEARCH/INNOVATION

### PROJECT SUMMARY\*

In under 200 words, please outline what you propose to do, why and how. This text will be used for public communication about funded projects.

### PROJECT DESCRIPTION\*

In under 1000 words, please describe your project. Make reference to how it meets the assessment criteria.

### **PROPOSED ACTIVITIES, DELIVERABLES AND TIMELINE\***

List in under 400 words the proposed activities of your project. Include a timeline or plan for their completion – including deliverables. It is important to be realistic given the limited amount of time, and to be as specific as possible. If you have included staff time in your budget, please indicate clearly who will be doing what and for how long (to ensure the costs are direct and justified).

### **BACK-UP PLAN\***

Given the unpredictable environments in which our global community works (e.g political instability, COVID-19, environmental or climate disasters), in under 300 words, please describe any alternative planning you have in mind to ensure the successful execution of your project, even if confronted with unforeseen challenges.

### **DO YOU FORESEE PUBLICLY SHOWCASING YOUR PROJECT? (Y/N)**

If you plan to publicly showcase your project, please make sure associated costs for presentation are reflected in your proposed budget.

## PROPOSED UPTAKE STRATEGY

List in under 500 words the proposed dissemination of deliverables and uptake strategy of your project. Please indicate who the intended recipients/end-users are, how you plan to stimulate them to use the results, and how you envision the future of this project. Please reference the [Knowledge Uptake Guidance](#) document on our website.

## BUDGET PROPOSAL\*

Attach the budget proposal for your project here or attach separately. Please use the [budget proposal template](#) listed in the "Documents" section of the KMF landing page.

## ADDITIONAL SUPPORTING DOCUMENT (I.E. TABLE, IMAGE)

Please note that this space is provided for brief supplementary tables or documents that may have been referenced in other parts of your application. One file only. 2 MB limit. Allowed types: pdf, doc, docx, xls, xlsx, ods, gif, jpg, png, svg,

## NOTES

## ELIGIBILITY CHECKER

Please tick all boxes that apply. If any boxes are left unticked, your application does not meet all the eligibility criteria.

Please ensure you meet all the requirements and tick all the boxes before submission. Please note that ineligible applications will not be reviewed. If you are unsure, please review the KMF documentation or contact us at [KMF@kpsrl.org](mailto:KMF@kpsrl.org).

- The project proposal sets activities and deliverables against dates
- The project will begin within 6 weeks of the decision date and not last longer than 9 months
- The project budget proposal meets the budget guidelines
- The project generates new research, links existing knowledge and/or actors, or breaks down the barriers for learning and change