Project Application, assessment, and project progress monitoring - policy

1. Introduction Coodal is committed to funding and supporting projects that align with our mission and values. This policy outlines the process for project application, assessment, and ongoing progress reporting to ensure transparency, accountability, and effectiveness in achieving project goals.

2. Project Application

2.1. Eligibility Criteria

- Applicants must be registered charities, community organizations, or individuals with a demonstrable track record in project delivery.
- Projects must align with Coodal's objectives and serve a charitable purpose.
- Funding requests should be for specific, time-bound initiatives with clear deliverables.

2.2. Application Process

- Applicants must complete the Coodal Project Application Form.
- Applications should include a detailed project proposal covering objectives, budget, timeline, expected outcomes, and impact assessment measures.
- Supporting documents, such as organizational financial statements and previous project reports (if applicable), should be submitted with the application.

3. Project Assessment 3.1. Assessment Criteria Applications will be assessed based on:

- Alignment with Coodal's mission and strategic priorities.
- Feasibility and sustainability of the project.
- Clarity of objectives and expected outcomes.

- Financial viability and budget justification.
- Capacity and expertise of the applicant to deliver the project.

3.2. Assessment Process

- A dedicated review panel will evaluate applications against the assessment criteria.
- Additional information or clarification may be requested during the review process.
- A final decision will be communicated to applicants within a specified timeframe.

4. Project Progress Reporting 4.1. Reporting Requirements

- Approved projects must submit regular progress reports at agreed intervals (e.g., quarterly, biannually, or annually).
- Reports should include financial expenditure updates, milestone achievements, challenges faced, and any modifications to the project plan.

4.2. Monitoring and Evaluation

- Coodal may conduct site visits or request further documentation to verify progress.
- A final report, including an impact assessment and financial reconciliation, must be submitted upon project completion.

5. Compliance and Review

- Non-compliance with reporting requirements may result in funding suspension or termination.
- This policy will be reviewed periodically to ensure its effectiveness and relevance to Coodal's objectives.

This policy ensures a structured and transparent approach to project selection, assessment, and monitoring, fostering accountability and maximizing the impact of Coodal's charitable initiatives.

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