



TEPHINET Accreditation of FETPs Quality Improvement Assistance (QIA) 2020-21: Application Form

How to Apply: To submit an application, please complete and email 1) this completed form and 2) your proposal (**see page 2 for proposal guidelines**) as two attachments to accreditation@tephinet.org.

Confidentiality: All information provided in this application and in your proposal will remain confidential and will be used only for the purpose of this Quality Improvement Assistance opportunity.

I. Program Information *(required for all applicants)*

Please complete the following required fields (denoted with a *).

Name of FETP*:

Country*:

Director of FETP*:

Coordinator(s) of FETP (if applicable):

Hosting institution*:

Name of person completing form*:

Email address of person completing form*:

By submitting this form, Program is agreeing to abide by the rules for use of funds as laid out in the accompanying Quality Improvement Assistance Description document.

II. Proposal *(required for all applicants)*

Please provide a proposal for specific quality improvement activities. **(Please attach the proposal to your email in PDF format, with the program name in the file name, and return it with this completed application.)**

The proposal should include:

- I. Project Title (must describe the aim of the project)
- II. Objectives (must be SMART: Specific, Measurable, Achievable, Realistic, and Timely)
- III. Detailed, line-item budget (maximum \$5,000)
- IV. Timeline
- V. Participants
- VI. Detailed description of how the grant funds will contribute to the improvement of the quality of the FETP, and how the activity aligns with the program's strategic plan

Please note: All recipients will be required to prepare a summary report detailing the outputs, outcomes, and impact of the project by September 30, 2021.