

General inquiries on this form should be made to:
01 – 427 145
ministry@industry.gov.lb



Ministry of industry

Project Proposal Application Form

1. Project Overview

Complete the following information:

1.1. Project title

1.2. Proposer(s) name(s):

1.
Name:
Position held:
Tel:
Email:

2.
Name:
Position held:
Tel:
Email:

3.
Name:
Position held:
Tel:
Email:

4.
Name:
Position held:
Tel:
Email:

1.3.Details about organization

Mohafaza:	Caza:
City:	Neighborhood:
Street:	Building:
Cadaster number:	Tel 1:
Tel 2:	Tel 3:
Mobile:	Fax:
Email:	Website:
Main activity sector:	
Secondary activity sector:	
Number of employees (as per 30 July 2014):	<input type="checkbox"/> <input type="checkbox"/>
Is the production enterprise licensed?	Yes No
If yes, number of license and its date of issue:	
Authority granting the license: <input type="checkbox"/> Ministry of industry	
<input type="checkbox"/> Governor	
<input type="checkbox"/> Qaem-maqam	

1.4. Proposed duration of the project:
(Months)

1.5. Brief description of the project

2. Justification of the project

2.1. General framework

Research context, key/issues and proposed vision

A large, empty rectangular box with a thin black border, intended for the user to write the research context, key issues, and proposed vision for the project.

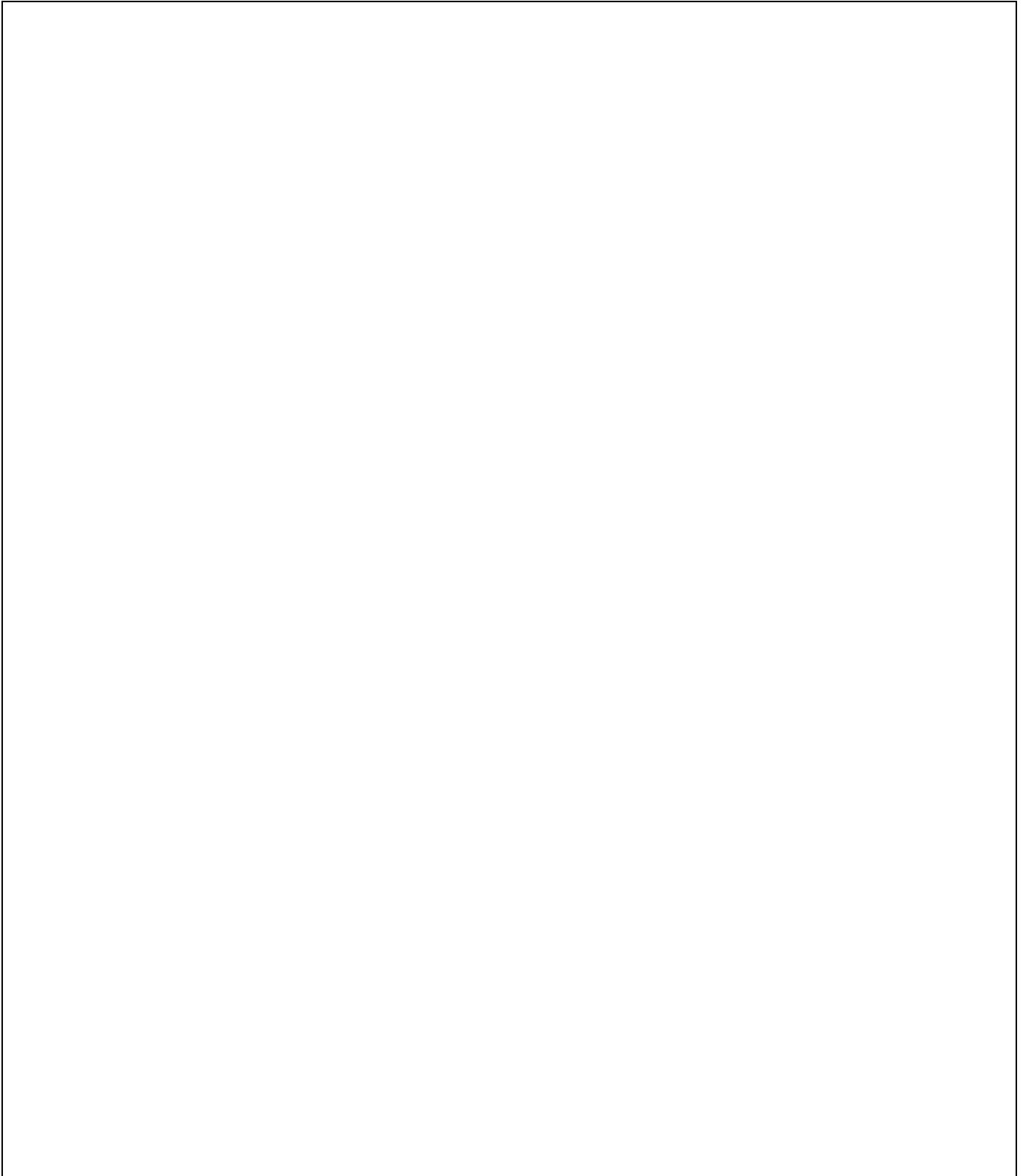
2.2. Objectives

General long term aims and specific short term objectives

A large, empty rectangular box with a thin black border, intended for the user to write the general long-term aims and specific short-term objectives for the project.

2.3. Methodology

General methodology to be used to achieve the objectives (set out in 2.2) and steps you intend to follow.

A large, empty rectangular box with a thin black border, intended for the user to write their methodology. It occupies the majority of the page below the introductory text.

2.4. Timetable and activities

Please provide a timetable and a specific list of activities that are in line with the above methodology.

Activity	Month1	Month2	Month3	Month4	Month5	Month6	Month7	Month8
1								
2								
3								
4								
5								
6								
7								
8								
9								

2.5. Possible risks

Please list the risks which might hinder achieving the project activities and the steps that will be taken to avoid these risks.

3. Resources and other requirements

3.1. Project management

Please identify the individual(s) who will have overall management responsibility for the research, including a Project Director. Describe your organizational approach to the project management and implementation.

3.2. Project costs

3.2.1. Cost breakdown

	Phase 1	Phase2	Phase3	Phase4	Total
Cost	Mil LBP	Mil LBP	Mil LBP	Mil LBP	Mil LBP
Establishment costs					
Salaries and remunerations					
Raw material					
Equipment					
...					
Total costs					

3.2.2. Cost details

Please describe and explain what costs are included in each of the above cost categories.

Establishment costs	
Salaries and remunerations	
Raw material	
Equipment	

Name and title

Signature

Date