100 Projects for Peace
Guidelines for Applicant Letter of Intent and Partner Letter of Commitment

Due date: Monday, January 9, 2017 by noon (EST); fax 617.627.3032; email: pjs@tufts.edu
attachment: no PDFs, WORD documents only

A Letter of Intent is required for those of you – individuals or teams – who plan to submit a proposal for undertaking a Project for Peace. Signers of the letter must include all team members, or the sole, individual applicant. If submitting as a team, please identify the principal or lead contact.

The letter should address the Project for Peace objectives (see below for description) by providing brief answers to the following questions:

1. What is the project name or title?
2. Where will the project take place?
3. What issue(s)/need(s) does the project address?
4. What is the project idea to be deployed?
5. What is/are the primary objective(s)?
6. Will you/your team work with a partner organization (and if so, who)?
7. Does this project continue or build upon previous engagements between you/the team members and partner organizations?
8. How does this project relate to your/each team member’s academic major, plan of study, and/or civic engagement/social activism interests?
9. Describe the activities and resources required of the project and budget.
10. Specify how the desired results of your project contribute to peace.

Moreover, an accompanying Letter of Commitment from all organizations that will serve as partners in the implementation of the proposed project must also be submitted. In addition to the organization’s name (on letterhead stationery, when possible) and a contact person, the basic information needed would address their level of commitment to the project. This could include the following: the role they will play in the project, from conceptualization, implementation, and assessment (not all are required); any financial and/or in-kind resource commitment they will make; how the project fits with their mission and objectives; their assessment of the value of the project to the “needs” targeted; and what they hope to do with the expected outcomes, whether as product or process.

Please address the letter(s) to:
Dale Bryan
Peace and Justice Studies
109 Eaton Hall
Tufts University Medford, MA 02155