

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 projected 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