



البنك العربي
ARAB BANK



مؤسسة عبد الحميد شومان
ABDUL HAMEED SHOMAN FOUNDATION
ARAB BANK - البنك العربي

AHSF Cultural Grants Program

Call for Applications Guidebook

2023

Content

Table of Contents

Content	2
Introduction.....	3
Program Scope.....	4
Program History.....	5
Program Tracks	6
Grants Amount.....	12
Evaluation Rubric and Criteria	13
Skill Up Training Program	15
Rules and Guidelines for Applying.....	16
Annex.....	20



Introduction

Culture is a pattern of living and thinking, it is the essence of a vibrant society, in addition to its intrinsic value, culture provides important social and economic benefits. With improved learning and health, increased tolerance, and opportunities to come together with others, culture enhances our quality of life and increases overall well-being for both individuals and communities. ¹

Although many of the ecosystems, regulations, growth and infrastructure targets were met or exceeded in Jordan and Palestine, cultural priorities' aims were not achieved. Which leads to a slow pace of implementation and development of cultural projects, lack of a databases for the cultural and artistic products, and the lack of adequate support of artists and intellectuals' creative projects.

Nevertheless, there is a rising number of cultural institutions with various interests in culture and science. First movers are actively working to launch and support creative cultural projects, foster the culture infrastructure in all fields and encourage investment in the culture sector.

Aligned with its vision "towards a society of culture and innovation" Abdul Hameed Shoman Foundation (AHSF) has continuously been directing its expertise, focus and resources to establish and maintain an active cultural scene in Jordan and Palestine by creating equal and fair participation opportunities in the economic and social cultural activities and stimulation of cultural decentralization and of cultural activities on the provinces.

Aligned with its strategic objectives and continued efforts in supporting artistic and intellectual individuals, cultural activities, and national institutions; **Abdul Hameed Shoman Foundation (AHSF) proudly launches "Grants Call for Applications – 2023 in Jordan and Palestine"**.

¹ [Arts and culture | Ontario.ca](https://www.artsandculture.gov/ontario)

Program Scope

For the past years, Abdul Hameed Shoman Foundation (AHSF) Cultural Grants Program had empowered over 230 distinguished individuals and institutions to achieve and create a unique, inclusive, and impactful cultural experiences.

The grants program aims to aid in the development of a socially innovative society in which arts and culture are preserved and supported in a sustainable manner, with a strong emphasis on gender inclusion and governorates outreach. At AHSF we recognize the value of culture in the development of the society as much as we realize the significance of the provision of access to culture and education.

To successfully achieve the program objectives', we constantly seek to seize new partnership opportunities that are aligned with the program scope in enabling the investments in new methods that promote knowledge sharing and cultural excellence and influence the advancement of societies by promoting innovation, science, culture and arts.



Program History

The Grants and Innovation department was established in 2014 based on the Foundation's vision that seeks to invest in knowledge, cultural and social creativity. The Foundation recognizes the value of culture in community development, and the importance of providing access to culture and education. In which we seize new opportunities and invest in new methods that enhance the exchange of knowledge and cultural excellence.

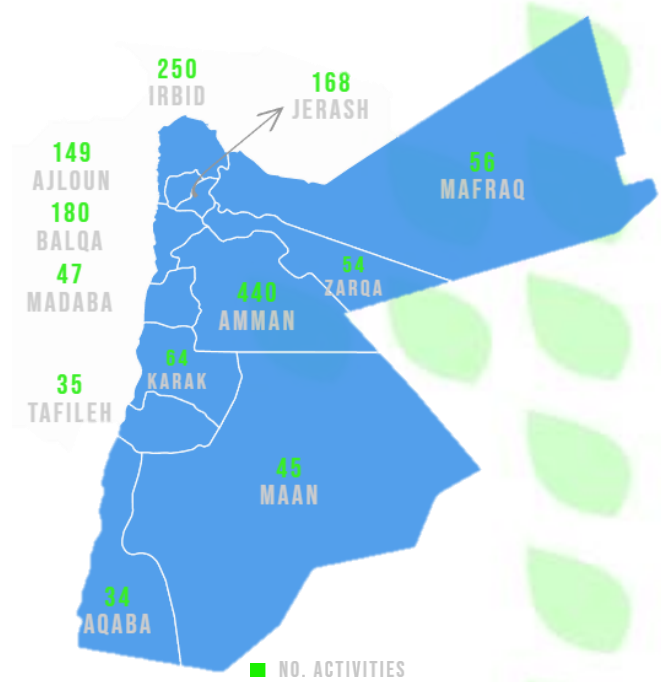


Cultural Grants Program in Numbers

Abdul Hameed Shoman Foundation funded over 230 projects through cultural grant programs. Through this support, the organization was able to reach over 600,000 beneficiaries in Jordan and Palestine. Over 5,300 full-time and part-time jobs were provided as well.



AHSF was able to reach all governorates of the kingdom through a diverse range of over 1,500 activities and events. These included theater performances, musical evenings, cultural festivals, scientific activities, educational camps, and many other engaging events that were implemented by project owners.



Program Tracks

1. Arts and Literature

The Arts & Literature Grant aims to raise awareness of the value of artistic culture and creative writing. This program aims at supporting the development of a reading and research culture, as well as the enrichment and dissemination of Arabic literary and artistic content across all print and digital platforms.

As a result, the program's goal is to invest in cultural talents, create literary and artistic spaces, and support the preservation and protection of national cultural heritage.

1.1 Performing Arts

Performing arts are an important means of expressing people's lives and realities, and they include: (Theatrical arts, Music, and Dance). In this sector the Foundation seeks to support projects/shows aimed at disseminating culture and arts for all that results in boosting the performing arts scene.

In this category, Grants are given to performances that range from:

- **Theater:** All types of theater including (Classical, Folk and Experimental theater). Shows must be already produced, should carry cultural and social messages to be performed to audience of all ages including children and adolescent across Amman and governorates.
- **Music:** Including musical shows where they are made in collaborations between local musicians, or the collaboration of local musicians and Arab musicians.
- **Dance:** Artistic performances that reflect the cultural identity of Jordan and Palestine, theatrical dances, Dabkeh.

**AHSF does not support the production of plays or the production of Music albums.*

**All performance content must be readily available at the time of applying for the grant as the content will be checked before approval.*

1.2 Audio Visual

Videos, Films, Animations and Motion graphics are the modern means of knowledge sharing and are the essential tools for representations of content which can show impact and target a large audience.

The main aim of this grant section is the empowerment of educational/edutainment productions in the fields of:

- Edutainment Animation (2D, 3D, Graphic motion) that provide educational/edutainment content in Arabic language, covering different sectors like arts and language and others.
- Post productions of Films covering the local scene and cultural and social issues.
- Documentation of cultural scenes, activities, and influencers but not on archaeological heritage sites.

*AHSF does not support any projects that have any Religious or politically focused activities.

1.3 Festivals and Cultural Activities

From music to portrayals of arts or dance, festivals bring people together and allows them to collaborate and work together, share knowledge and skills and promote cultural diversity.

This category allows the promotion of collaborations between artists at a local/national level and at a regional level (Arab world), eligible Projects:

- Festivals covering all types of art that include collaborations between artists.

*AHSF does not support personal exhibitions for artists, neither does it support any festivals or activities with a commercial characteristic.

1.4 National Heritage

Our Cultural Heritage is our identity; it is what differentiate us from others. Therefore, the main aim of this category is to support efforts that maintain our culture, which in turn means maintaining our identity.

The focus of the projects should be on preserving the cultural national heritage by documenting it and/or teaching it through:

- Documentation of cultural national heritage.

- Trainings and workshops involving the preservation of national culture.
- Storytelling/ Hakawati art.

*National heritage documentation programs do not include research projects, publications, nor the documentation of tourist and cultural sites, and sites of archaeological heritage. It is limited to the projects of documenting heritage stories, customs and traditions of the regions, artistic and cultural heritage, concluding with demonstrations to the general public.

1.5 Artistic and literary spaces

The presence of educational programs, workshops and spaces for children and youth is essential for the development of any society. One main aim is to help in making available resources that would bring benefit and value.

Eligible projects should support the organization of workshops and projects/programs that build capacities in subjects such as:

- Creative writing in Arabic language photography, poetry in Arabic Language, graffiti, comics, art therapy.
- Projects and platforms that enrich the Arabic language content online.

*Projects concerned with fine arts and translation projects are not eligible; the development of mobile applications and websites are not eligible; Arabic content provided on the platforms must be accurate, factual and referenced.

1.6 Library Development Support

Libraries are the house of books, the starting point for learning, the sacred space of silence and focus, the only place where reading is the most encouraged activity. Libraries are the headquarters for every educator and student, essential for the growth of a reading research society. AHSF is well known for its library and the support it gives to libraries across Jordan and Palestine, throughout this category we will only keep our commitment to this noble cause.

In this subcategory, the focus of the projects should be on Existing Active Libraries that provide access to a large segment of society, promote reading and seek to create programs that help build a knowledgeable community. Library support can range from:

- Creating a new inventory or Expanding an existing inventory of Audio books

- Creating a new inventory or Expanding an existing inventory of E-books
- Supporting the inventory of specialized books.
- Educational and Edutainment Library Activities
- Provision of various media that encourage reading
- Training and capacity building workshops and projects that support existing or new library activities. (staff, Volunteers, members).

*Libraries applying for a grant should be active in educational and edutainment activities or at least showing potential of engaging in such initiatives, they must include free access to a large segment of society and show ability to sustain themselves and the ability to cover operational costs including (salaries, rental costs, insurance costs, and utility bills). Grants are not given to private libraries or libraries that are part of a school or a university, libraries must be public and open to all.

2. Thought Leadership

The program aims to support and develop the educational process through capacity building programs, by provision of learning resources for all, creation of educational spaces, investment in scientific and educational applications, as well as supporting various scientific and educational activities.

The support is primarily focused on programs that address students' needs and develop their skills.

2.1 Scientific Research Conferences

AHSF recognizes that research leads to knowledge, which steers solutions and innovations especially when the results of the researches are discussed in open forums instigating feedback and reviews.

Applicants are encouraged to submit projects to carry out scientific conferences that:

- provide recommendations
- identify opportunities.

Eligible applications should be in the form of facilitating scientific research conferences that include undergraduate students which discuss:

- STEAM (Science, Technology, Education, Arts and Mathematics research papers. Such conferences must have expert research knowledge.



- Different uses and applications of STEAM.

*AHSF requires the participation of students in advanced conferences, and not limited to teaching staff or postgraduate students

2.2 Scientific Activities

AHSF understands the need for various methods of engagement with children in order to deliver the message. By creating different activities and encouraging children to learn and enjoy learning, we aim to stimulate their brains and connect science with fun.

Applicants are encouraged to submit projects that involve children in different activities that are impactful and aimed at children (age 6-16) that can be in the form of:

- Scientific competitions that stimulate critical thinking and stimulate scientific competition between groups to expose them to as much information as possible.
- Scientific exhibitions that demonstrates the introduction of prototypes and/or important/ new scientific applications and models.
- Educational boot-camps that teach critical and creative thinking among children and young people around scientific subjects, as well as enhancing their leadership skills and free thought.
- Fun science demonstrations that explain concepts and scientific subjects in an entertaining and attractive way.

2.3 Scientific Spaces and Educational Applications

AHSF recognizes the need to provide access to knowledge for those who can't receive support outside of schools by providing spaces and applications that address their knowledge gaps and help them learn/engage in different extracurricular activities.

This grant category aims to support projects that:

- Provide knowledge spaces, whether online or offline, permanent or pop up
- Provide free knowledge to children who do not usually have access to such knowledge, such as:
 - Workshops and scientific applications around Critical thinking and design thinking in which they motivate teachers and students into finding solutions to problems they face or

provide answers to questions without the need for guidance or directions.

- Scientific technological spaces that cover programming/coding, artificial intelligence and others.
- Workshops and spaces around Differentiated education/ non-formal education/ vocational training in schools.
- Digital scientific content, including scientific topics and capacity building programs that serve the job market and specialized scientific trainings.

2.4 Youth Forums and Debates

AHSF believes in the value created by open discussions between children and their peers or others, in order to have a culture of engagement and stronger formal conversation especially in formal settings where they need to become comfortable in engaging in serious professional conversation about important matters.

This category is for forums and debates aimed at two age group categories: school children (11-16 years) and university students (18-45 years). The central focus is to support projects which aim to engage and discuss different scientific and innovation topics and research. Specifically:

- Forums and debates addressing STEAM. (Science, Technology, Education, Arts, and Mathematics)
- Forums and debates addressing topics on Innovation sciences and research.
- Capacity building forums and debates.



Grants Amount

Grants ceiling amount is up to 30,000 JOD per project, over 12 months at max for all sectors, applicants can propose a project budget aligned with the project activities and program terms and conditions. The following pillars are vital to AHSF Cultural Grants Programs' scope (extra points can be allocated proportionally to achieving more elements):

1. Implementing Project Activities in Governorates: AHSF Cultural Grants Program has worked with local stakeholders to implement inclusive and collaborative activities in different municipalities across Jordan and Palestine. AHSF is seeking partners with the ability to work collaboratively to develop solutions targeting municipalities and integrating standards of equal participation and inclusion.
2. Capacity Building: developing and strengthening the skills, instincts, abilities, processes and resources that society need to survive, adapt, and thrive in a fast-changing world is key integrated element for maximizing the grants impact.
3. Impact Sustainability: applications with clear approaches to sustain the created impact on target groups and resilient methodology to initiate viable solutions that can be duplicated after the grants cycle are more relevant to the grants scope.
4. Online Content: Applications with a vision to transfer their knowledge and share their experiences to a bigger crowd via online content are considered to have an advantage as one of the criteria for the grants program is to reach an audience as wide as possible.



Evaluation Rubric and Criteria

Evaluation Steps

Step one: Initial Filtration

- **Evaluation scope:** All required information is available and complete.

Criteria:

- All application forms are filled with real information.
- All attachments are available and real.
- Budget is properly filled.
- Activities implemented in Jordan and/or Palestine.
- The project activities are within AHSF grants scope, applicable and feasible.
- Realistic timeline and action plan.

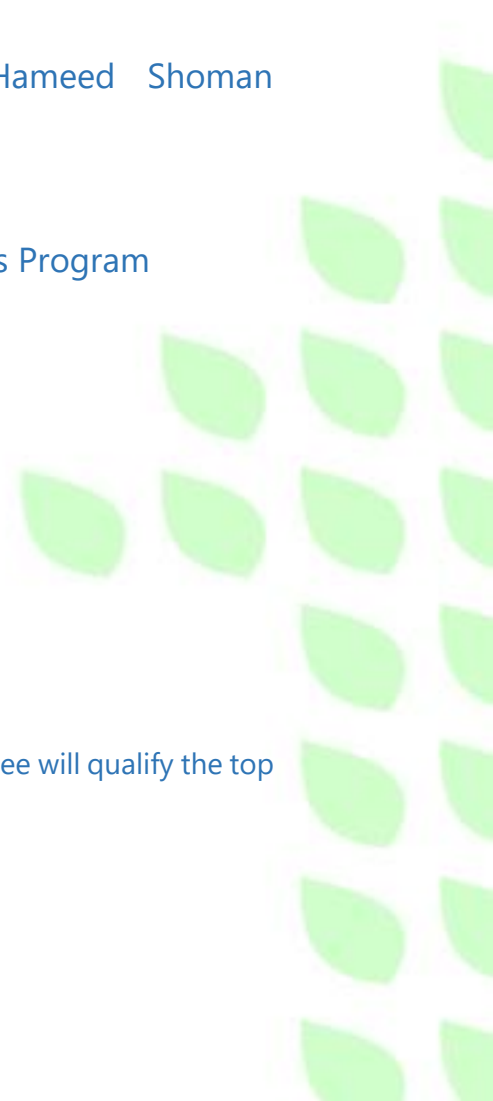
Step Two: Initial Committee

- **Evaluation scope:** Alignment with the Abdul Hameed Shoman Foundation.

Criteria:

- Alignment with AHSF mission and Cultural Grants Program
- Practicality of the idea
- Gender Inclusion plan
- Sustainability
- Governorates Outreach
- Realistic Budget and timeline
- Team Capabilities
- Multi-disciplinary
- Online Content
- Social Impact.

* Evaluation results: top 40-50 projects will be qualified; each committee will qualify the top projects based on the scores and committee votes.



Step Three: Participatory Evaluation (field visits or previous generated content)

- **Evaluation scope:** Activities quality.

Criteria:

- Quality of implemented activities.
 - Quality of content.
 - Team Capabilities.
 - Audience Engagement.
 - Due Diligence
- * Grants and Innovation team will provide the applicants with a presentation template and guideline for the next step, to ensure the unification of the pitch content for all applicants.
 - * All projects with acceptable activities will be qualified to the next round of evaluations.
 - * 30 projects will be qualified to the next round

Step Four: Final Committee

- **Evaluation scope:** All applications according to presentations.

Criteria:

- Alignment with AHSF mission and Cultural Grants Program
- Practicality of the idea
- Gender Inclusion plan
- Governorate's Outreach
- Knowledge Transfer Plan (capacity building)
- Realistic Budget and timeline
- Presentation
- Team Capabilities
- Sustainability
- Online Content
- Social Impact



Skill Up Training Program

Skill Up training program is a customized, implementation-based, learning journey to develop participants' core competencies in project management, impact assessment, monitoring and evaluation, business writing, sustainability, presentation skills and grants management, while supporting the qualified applicants in enhancing the submitted proposals through one-to-one coaching and mentoring. The journey is a 2-3 weeks long, divided to 7 training sessions and one coaching session.

Training Topics and required outcomes:

Training Topic	Required Submission
Project Management	Project Plan
Financials and Budgeting	Project Budget
Social Impact Assessment	Identifying and Amplifying Social Impact
Monitoring and Evaluation and Sustainability	M&E Framework and Sustainability Plan
Presentation Skills	Project Presentation

Applicants must adhere to the following during this stage:

- 80% attendance of the total program duration.
- Submission on training outcomes (Modified action plan, timeline, budget, and presentation).

* All projects that successfully completed the training program and all required submissions will be qualified to the next round.

Rules and Guidelines for Applying

General Guidelines

1. Read all information related to the AHSF Cultural Grants Program on the Foundation's website before filling out the application forms.
2. Reviewers will be related to your fields, yet they may not be experts, hence; the information you provide must be comprehensive and simple.
3. Applicants are advised to do the following:
 - Create an account early on to get familiar with the online application system.
 - Start early with the application process and submit your application before the due date, as the system might have a lot of traffic on the last day of submission.
 - Watch the program orientation session to get a better understanding of the grant's programs and application process.
4. After reading the vision of each program, and while filling out the application, try your best to align the objectives and goals of your project to those of the program's.
5. You can edit your application forms before finally submitting it.

Eligibility

Before beginning the application process, make sure that you or your project are eligible to apply for the grants program based on the criteria below:

- **Eligibility criteria for applicants/projects**
 - **Location:**
 - Applicant must be a resident in Jordan or Palestine.
 - Applicant must be available during all the program phases.
 - All project activities must be conducted in Jordan or/and Palestine.

- **Commitment:**
 - Applications must be within the AHSF grants program tracks/sectors
 - Applicant(s) must be capable and fully responsible of the completion of all proposed actions.
 - Projects should commit to 10% cost share out of the total budget.

 - **Intellectual Property:**
 - Applicant(s) must have all the Intellectual Property Rights for the project (if any).

 - **Applicant Type**
 - Individual people may submit applications on their own behalf (i.e., not on behalf of a company, organization or institution).
 - Two or more people can submit an application, provided that they name an authorized person to submit the application.
 - Companies, organizations or institutions applications must have a main applicant name, a letter of authorization for these personnel should be provided.

 - **Ineligible Funding Activities**
 - Activities/ projects that include construction or building work.
 - Publishing and distribution.
 - Covering the cost of attending conferences, workshops or competitions inside or outside Jordan.
 - Activities/projects implemented outside Jordan or/and Palestine.
 - Institutions or entities that have previously received funding and did not commit to the rules and guidelines of the Foundation.
 - Covering operational costs that are not tied to any project activities.
 - Fundraising events and campaigns.
 - The Foundation does not provide additional support to any party that has previously benefited from the AHSF support programs for three consecutive times for the same project.
 - Scholarships
 - Academic Travel Scholarships
 - Projects that do not reflect the mission and vision of the Foundation.
- 

Terms and Conditions:

1. All completed forms and required documents must be filled with correct information. Incomplete applications will not be processed. (Application forms in Annex 1).
2. Filled forms and applications must be done through the online application system available on the Foundation's website: (<https://eservices.shoman.org/Grants>) The Abdul Hameed Shoman Foundation does not accept any paper forms or official letters.
3. Projects must not start implementing their activities before receiving the official approval from ASHF to the grant and signing the agreement.
4. The Foundation does not support the same entity of two different projects.
5. Applicants must commit to at least 10% cost contribution from the total requested amount shall be ensured.
6. Administrative expenses, associated with the project and required to be covered, shall not exceed 10% of the total requested fund.
7. In order to preserve the objectivity and equal opportunity of all applicants, inquiries and application process support must be made in writing through the Grants Department email grants@shoman.org.jo.
8. Applicants are required to attach additional documents as per the below and any additional ones you deem relevant:
 - Registered entities to kindly attach the following as basic administrative requirements to review the application:
 - 1) Company profile.
 - 2) Copy of the registration certificate.
 - 3) Names (of four sections) of the Board of Directors and authorized signatories.
 - 4) The audited annual reports from a legal accountant for the past two years (if applicable).
 - Individuals: Attach an updated resume.
 - Previous AHSF beneficiaries: A report explaining the impact of the project and achieved outcomes along with the project sustainability plan.
 - Audio-visual Sector: Link for the film or promotional video (if available), script, film treatment, storyboard.
 - Performing Arts Sector: Theatrical script, song lyrics, visual documentation (video, SoundCloud, podcast, etc.).
 - Scientific Research Conferences: List of speakers - Program and topics of the conference –Research papers - University approval letter.

- Approvals required for the implementation of the project: Please attach all approvals, whether from government departments, executive bodies, parents of students.

9. The Abdul Hameed Shoman Foundation does not fund the following projects under the Arts & Literature Program:

- Production of plays.
- Release of music albums.
- Projects submitted in support of any political, religious and/or immoral content or disclaimer.
- Personal exhibitions of artists and any festivals and activities of a commercial nature.
- National Heritage Documentation Programs research projects, publications and publications, and projects for documenting tourist and cultural sites, and archaeological heritage sites.
- Libraries affiliated with educational institutions (universities and schools) and/or libraries affiliated with the public or private sector.

10. The Abdul Hameed Shoman Foundation does not fund the following projects under the Thought Leadership Program:

- Conference participation costs, whether local or international.
- Participation in scientific competitions and exhibitions or cover the costs of producing prototypes for projects.



Annex

Application Forms:

Grant Program, Sector, and the Name of the Proposed Project:

Grant Program	Arts and Literature
Main Sector/ Sub Sector (Applicants may pick at least from 1 main sector and 1 sub sector).	<ul style="list-style-type: none"><input type="checkbox"/> Performing Arts:<ul style="list-style-type: none"><input type="checkbox"/> Theatrical Arts<input type="checkbox"/> Music Shows<input type="checkbox"/> Dance. <input type="checkbox"/> Festivals and Cultural Activities:<ul style="list-style-type: none"><input type="checkbox"/> Festivals covering all types of art that include collaborations between artists. <input type="checkbox"/> Audio Visual:<ul style="list-style-type: none"><input type="checkbox"/> Edutainment Animation<input type="checkbox"/> Postproduction of Films<input type="checkbox"/> Documentation of cultural scenes and activities. <input type="checkbox"/> Cultural National Heritage:<ul style="list-style-type: none"><input type="checkbox"/> Documentation of cultural national heritage<input type="checkbox"/> Trainings and workshops involving the preservation of national culture<input type="checkbox"/> Storytelling/Hakawati art. <input type="checkbox"/> Artistic and Literary Spaces:<ul style="list-style-type: none"><input type="checkbox"/> Creative writing in Arabic language photography, poetry in Arabic Language, graffiti, comics, art therapy

	<input type="checkbox"/> Projects and platforms that enrich the Arabic language content online. <input type="checkbox"/> Library Support: <input type="checkbox"/> Creating a new inventory or expanding an existing inventory of Audio books <input type="checkbox"/> Creating a new inventory or expanding an existing inventory of E-books <input type="checkbox"/> Supporting the inventory of specialized books <input type="checkbox"/> Educational and Edutainment Library Activities <input type="checkbox"/> Provision of various media that encourage reading <input type="checkbox"/> Training and capacity building workshops and projects that support existing or new library activities. (Staff, Volunteers, members).
Please select the other main/sub-sectors to which the project idea applies:	
Project Title:	

Section 1: Applicant Information

Applicant Name (Focal point with (AHSF)):	
Co-applicant name(s) (If applicable):	
Date of Birth:	
Gender:	
Type of Legal registration and number- Please attach	<input type="checkbox"/> Individual <input type="checkbox"/> Informal group

an official scan of the legal registration (applies to registered entities only):	<input type="checkbox"/> Civil society organizations <input type="checkbox"/> Diplomatic Bodies <input type="checkbox"/> Private Parties. <input type="checkbox"/> Governmental Parties.
Entities' Nature of Work:	
Email address:	
Website:	
Telephone number:	
Mobile number:	
ID/Passport Number - Please attach a scan of the ID/Passport (of authorized signatory):	
Place of Residency:	
Occupation:	
Authorized Signatory:	
Any first-degree relatives in Arab Bank or AHSF:	

- **Did your organization previously receive support from the Abdul Hameed Shoman Foundation (AHSF) or the Arab Bank?**

Yes

No

- **If yes, kindly complete the following:**

Funding Year:	
Name of the project that was funded:	
Project location:	
Geographical Area (Province city, governorate):	

Type of support (financial) :	
Amount of fund in Jordanian Dinars (JD):	

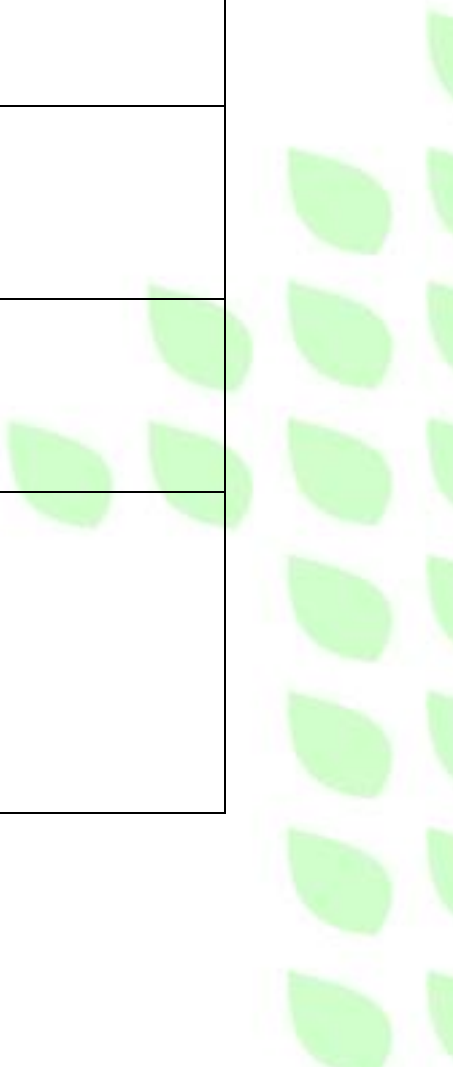
Section 2: Project Details

Information about the project:

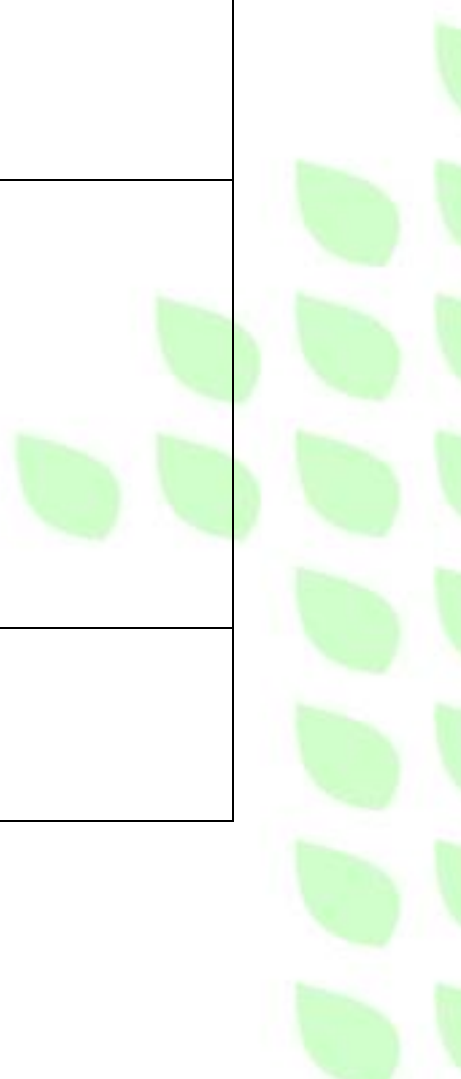
Project Title:	
Goals/Objectives:	
Expected Outcomes/ Impact (please list quantitative and qualitative outcomes in clear measurable points):	
Problem Statement (Explain what problem your project tackles):	
Project Scope:	
Project Background and Rationale (How did you come up with the idea?):	
Project Summary:	
Name of sponsors/funders and the amount of	



sponsorships/funding (JD), if any	
Executive/ artistic vision intended from the project (applies only for performing arts and audio-visual requests):	
Implementation/ Start Date:	
Project Duration (From- To):	
Geographical Outreach (Areas and governorates where project activities will be implemented):	
Target Group (please indicate age group(s)):	
Target Number of Beneficiaries (Direct and Indirect):	
Gender Inclusion Approach (Please specify if the project targets more than one gender, and	



<p>how you plan on including both genders in the implementation of the project):</p>	
<p>Work Phases/ Event Program:</p>	
<p>Project Description/ Details (250 words max)</p> <ul style="list-style-type: none"> • Work Mechanism • Activities. breakdown based on phases and objectives of every phase. 	
<p>Are there any activities that will be implemented in schools or classrooms? (If applicable, provide a detailed description):</p>	
<p>Needed approvals to implement the Project/Event:</p>	



<p>(Please Specify which approvals and whether or not they have been attained) ***</p>	
<p>Identify risks and challenges and explain how you intend to overcome them:</p>	
<p>Do you plan on creating any online content related to the project?</p> <p>(If yes, please specify what type of content you will be creating):</p>	

Section 3: Expected Impact of the Project on the Target Group

<p>Impact of the project on the target group (academic, cultural, etc.):</p>	
<p>Impact of the project on the target group in terms of skills acquired as a result of the project:</p>	



Impact Sustainability Measures

Project Continuation plan (clarifying procedures for project continuation including financial and operational plans after the funding period):

Specify your monitoring and evaluation plan and what tools will be used to measure the impact of the project (How will you evaluate and keep track of your progress):

Expected number of job creation during the project period (Full - time, Part - time, Freelance & Volunteering).

Expected number of long - term



partnerships during the project period:	
Expected number of long - term adoption/support to the beneficiaries of the project.	
How do you plan on transferring knowledge acquired throughout the grant period to your beneficiaries and teammates?	

Section 4: Sector Information and Project Uniqueness

Who are your competitors /other similar projects?	
What differentiates you/your project from your competitors/other similar projects? (Max. 100 words):	



Describe briefly how your project aligns with the Program's strategic goals:	
Why should AHSF support your request? (Provide a detailed answer).	

Section 5: Team Members:

Full Name	Position	Type of Employment (full-time, Part-time, Freelance, Volunteer)

Section 6: Past Experiences:

(1) Applicant CV/ Entity's Profile	
Education:	
Professional experience:	
Entity Profile:	
(2) Most prominent work over the past three years:	
Project (1) Name:	
Project Objectives:	
Project Brief:	



Target Audience/ Group:	
Implementation date and duration:	
Geographic areas covered:	
Number of participants/ attendees:	
Project achievements and outputs:	
Funders/ Sponsors:	
Name and title of the focal person from the funding agency:	
Contact details (email and phone number):	
Project (2) Name:	
Project Objectives:	
Project Brief:	
Target Audience/ Group:	
Implementation date and duration:	
Geographic areas covered:	



Number of participants/ attendees:	
Project achievements and outputs:	
Funders/ Sponsors:	
Name and title of the focal person from the funding agency:	
Contact details (email and phone number):	

**The Abdul Hameed Shoman Foundation reserves the right to inquire after the expertise and previous work of the applicant by communicating with those mentioned in part II of the application or artists in the same field.



Section 7: Partners and Stakeholders

Do you have any partners in any of the Following categories?

Entity Type
<input type="checkbox"/> Individual <input type="checkbox"/> Governmental Institutions <input type="checkbox"/> Diplomatic Attaches <input type="checkbox"/> Private Sector <input type="checkbox"/> Community Organizations.

If yes, then please fill the table below:

Please identify the type of partnership according to the below classifications:	
List the names of the project team members and identify their respective roles in the project:	
Is this a new project or a continuation of a previous project (If the answer is yes , please provide a brief of the previous phase):	
Is there a media and promotional material plan ****	

**** Please complete the media and promotional plan form

Section 8: Project Estimated Budget

(Please complete this section after filling "Budget and Timeline Form")

Requested amount (JD)	
Name of sponsors/funders and the amount of sponsorships/funding (JD), if any	
Applicant Contribution in JD (at least 10% of the total funding amount)	

Section 9: Attachments

Applicants are requested to attach the following documents with their application forms:

- Resumes of the project owners and team members.
- Two reference letters from previous partners/enablers.
- Legal registration (if applicable).
- A)
- Entity Profile/Brief
- Any attachments mentioned within the application.



(Only for the Library Support Requests)

General information about the Library	
Geographical Location of the library (City /Governorate):	
Describe in details how near the library is from residential /schools/service areas:	
Are there other libraries in the same area? List them with the services they provide:	
What distinguishes the library from similar/ competitive libraries in the same area?	
Is there any public transport in the surrounding area?	
Total area available for the library site?	



Number of available halls and space of each hall:	
Ventilation on site as well as heating and air conditioning (access to windows):	
Describe the lighting in the location:	
Provision of adequate health facilities for both genders:	
Library working days/hours :	

The Authority Responsible for the Library	
Identify the entity responsible for covering all operational expenses of the building (electricity, water, periodic maintenance and salaries of employees) **	
Number of current library staff and their job title(s) ***	



Number of staff that will be assigned for the project and their job title(s) ***	
Curriculum Vitae(s) of Library Staff	
Staff Educational Qualification:	
Staff Work Experience:	
Acquired certifications and Courses:	

• What is the classification of the library?

Public Specialized Children's

Grant Program, Sector, and the Name of the Proposed Project:

Grant Program	Thought Leadership
Main Sector/ Sub Sector (Applicants may pick at least from 1 main sector and 1 sub sector).	<p>Scientific Research Conferences:</p> <p><input type="checkbox"/> STEAM (Science, Technology, Education, Arts and Mathematics research papers. Such conferences must have expert research knowledge.</p> <p><input type="checkbox"/> Different uses and applications of STEAM.</p> <p>Scientific Activities:</p> <p><input type="checkbox"/> Scientific competitions that stimulate critical thinking and stimulate scientific competition between groups to expose them to as much information as possible.</p>



Scientific exhibitions that demonstrate the introduction of prototypes and/or important/ new scientific applications and models.

Educational boot-camps that teach critical and creative thinking among children and young people around scientific subjects, as well as enhancing their leadership skills and free thought.

Fun science demonstrations that explain concepts and scientific subjects in an entertaining and attractive way.

Scientific Spaces and Educational Applications:

Workshops and scientific applications around Critical thinking and design thinking

Scientific technological spaces that cover programming/coding, artificial intelligence, and others.

Workshops and spaces around Differentiated education/ non-formal education/ vocational training in schools.

Digital scientific content, including scientific topics and capacity building programs that serve the job market and specialized scientific trainings.

Youth Forums and Debates:

Capacity building forums and debates.

Forums and debates addressing topics on Innovation sciences and research.

Forums and debates addressing STEAM. (Science, Technology, Education, Arts, and Mathematics).

Please select the other main/sub-sectors to

which the project idea applies:	
Project Title:	

Section 1: Applicant Information

Applicant Name (Focal point with AHSF):	
Co-applicant name(s) (If applicable):	
Date of Birth:	
Gender:	
Type of Legal registration and number- Please attach an official scan of the legal registration (applies to registered entities only):	<input type="checkbox"/> Individual <input type="checkbox"/> Informal group <input type="checkbox"/> civil society organizations <input type="checkbox"/> Diplomatic Bodies <input type="checkbox"/> Private Parties. <input type="checkbox"/> Governmental Parties.
Entities' Nature of Work:	
Email address:	
Website:	
Telephone number:	
Mobile number:	
ID/Passport Number - Please attach a scan of the ID/Passport (of authorized signatory):	
Place of Residency:	
Occupation:	
Authorized Signatory:	
Any first-degree relatives in Arab Bank or AHSF:	



- **Did your organization previously receive support from the Abdul Hameed Shoman Foundation (AHSF) or the Arab Bank?**

Yes

No

- **If yes, kindly complete the following:**

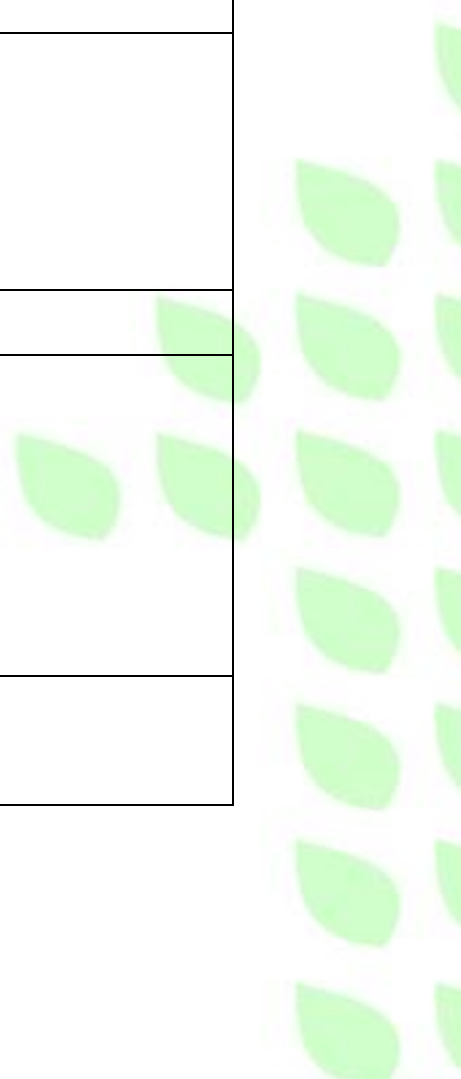
Funding Year:	
Name of the project that was funded:	
Project location venue:	
Geographical Area (Province, city, governorate):	
Type of support (financial):	
Amount of fund in Jordanian Dinars (JD):	



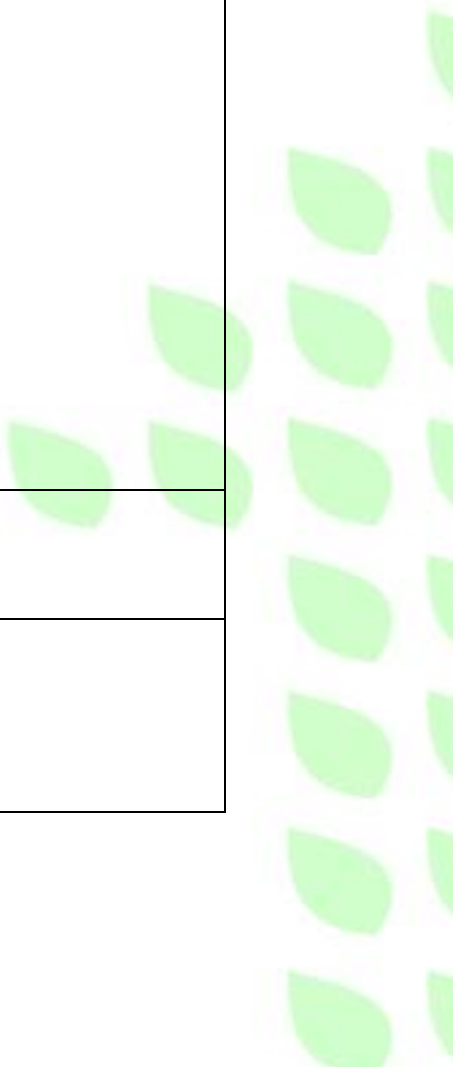
Section 2: Project Details

Information about the project

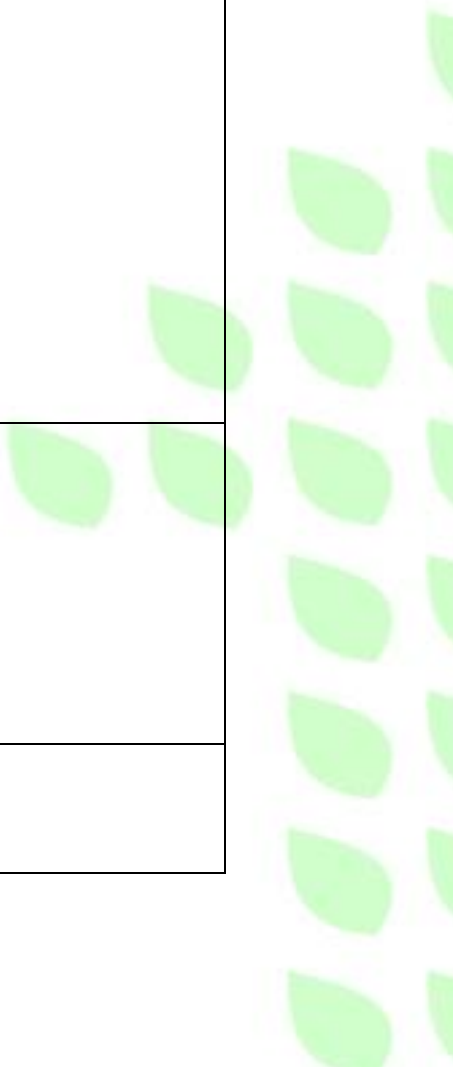
Project Title:	
Goals/Objectives:	
Expected Outcomes/ Impact (please list quantitative and qualitative outcomes in clear measurable points):	
Problem Statement (Explain what problem your project tackles)	
Project Scope:	
Project Background and Rationale (How did you come up with the idea?):	
Project Summary:	
Name of sponsors/funders and the amount of sponsorships/funding (JD), if any:	
Implementation/ Start Date:	



Project Duration (From- To):	
Geographical Outreach (Areas and governorates where project activities will be implemented):	
Target Group (please indicate age group(s)):	
Target Number of Beneficiaries (Direct and indirect)	
Gender Inclusion Approach (Please specify if the project targets more than one gender, and how you plan on including both genders in the implementation of the project):	
Work Phases/ Event Program:	
Project Description/ Details (250 words max):	



<ul style="list-style-type: none"> • Work Mechanism. • Activities breakdown based on phases and s of every phase. 	
<p>Are there any activities that will be implemented in schools or classrooms? (If applicable, provide a detailed description):</p>	
<p>Needed approvals to implement the Project/Event (Please Specify which approvals and whether or not they have been attained)***</p>	
<p>Identify risks and challenges and explain how you intend to overcome them:</p>	
<p>Do you plan on creating any online</p>	



<p>content related to the project? (If yes, please specify what type of content you will be creating):</p>	
--	--

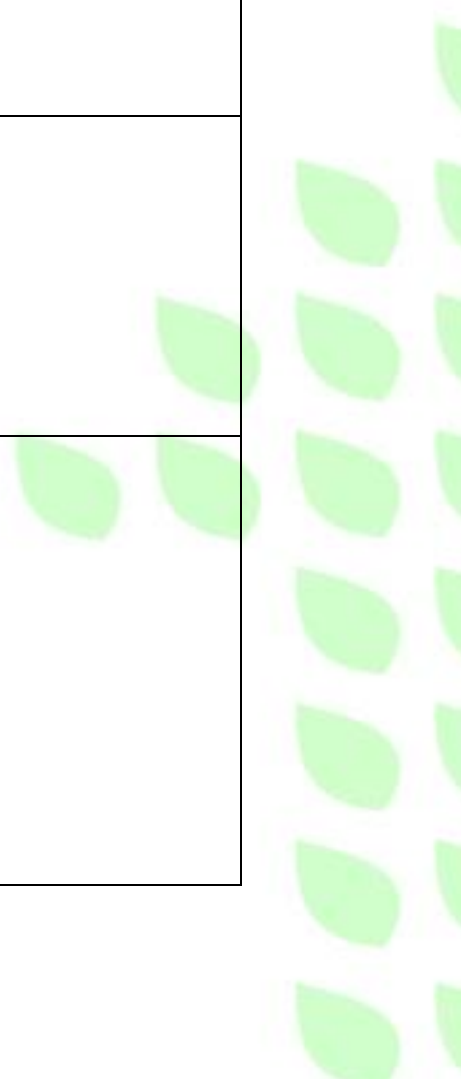
Section 3: Expected Impact of the Project on the Target Group

<p>Impact of the project on the target group (academic, cultural, etc..)</p>	
<p>Impact of the project on the target group in terms of skills acquired as a result of the project</p>	

<p>Impact Sustainability Plan</p>	
<p>Project Continuation plan (clarifying procedures for project continuation including financial and operational plans after the funding period):</p>	
<p>Specify your monitoring and evaluation plan and</p>	



what tools will be used to measure the impact of the project (How will you evaluate and keep track of your progress):	
Expected number of job creation during the project period (Full-time, Part-time, Freelance & Volunteering):	
Expected number of long -term partnerships during the project period:	
Expected number of long -term adoption/support to the beneficiaries of the project:	
How do you plan on transferring knowledge acquired throughout the grant period to your beneficiaries and teammates?	

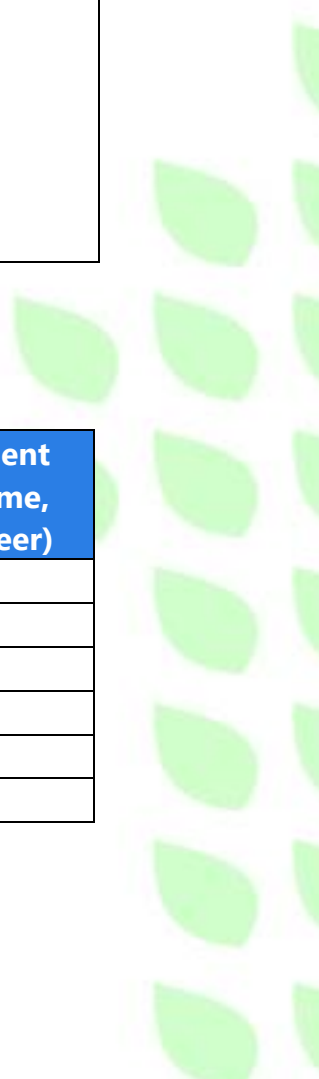


Section 4: Sector Information and Project Uniqueness:

Who are your competitors /other similar projects?	
What differentiates you/your project from your competitors/other similar projects? (Max. 100 words).	
Describe briefly how your project aligns with the Program’s strategic goals:	
Why should AHSF support your request? (Provide a detailed answer):	

Section 5: Team Members:

Full Name	Position	Type of Employment (full-time, Part-time, Freelance, Volunteer)



Section 6: Past Experiences

(3) Applicant CV/ Entity Profile	
Education:	
Professional experience:	
Entity Profile:	
(4) Most prominent work over the past three years	
Project (1) Name:	
Project Objectives:	
Project Brief:	
Target Audience/ Group:	
Implementation date and duration:	
Geographic areas covered:	
Number of participants/ attendees:	
Project achievements and outputs:	
Funders/ Sponsors:	
Name and title of the focal person from the funding agency:	
Contact details (email and phone number):	



Project (2) Name:	
Project Objectives:	
Project Brief:	
Target Audience/ Group:	
Implementation date and duration:	
Geographic areas covered:	
Number of participants/ attendees:	
Project achievements and outputs:	
Funders/ Sponsors:	
Name and title of the focal person from the funding agency:	
Contact details (email and phone number):	

**The Abdul Hameed Shoman Foundation reserves the right to inquire after the expertise and previous work of the applicant by communicating with those mentioned in part II of the application or artists in the same field.



Section 7: Partners and Stakeholders:

Do you have any partners in any of the Following categories?

Entity Type
<input type="checkbox"/> Individual <input type="checkbox"/> Governmental Institutions <input type="checkbox"/> Diplomatic Attaches <input type="checkbox"/> Private Sector <input type="checkbox"/> Community Organizations and

If yes, then please fill the table below:

Please identify the type of partnership according to the below classifications :	
List the names of the project team members and identify their respective roles in the project:	
Is this a new project or a continuation of a previous project (If the answer is yes , please provide a brief of the previous phase):	
Is there a media and promotional material plan ****	

**** Please complete the media and promotional plan form

Section 8: Project Estimated Budget

(Please complete this section after filling "Budget and Timeline Form")

Requested amount (JD):	
Name of sponsors/funders and the amount of sponsorships/funding (JD), if any:	
Applicant Contribution in JD (at least 10% of the total funding amount):	

Section 9: Attachments

Applicants are requested to attach the following documents with their application forms:

- Resumes of the project owners and team members.
- Two reference letters from previous partners/enablers.
- Legal registration (if applicable).
- A scan of the ID/Passport (of authorized signatory)
- Entity Profile/Brief
- Any attachments mentioned within the application.



Checklist:

1. Application Sections:

(Please insure to fill out all the fields of the sections below)

- Applicant Information
- Project/ Activity Details
- Expected Impact of the Project on the Target Group
- Sector Information and Project Uniqueness
- Team Members
- Past Experiences
- Partners and Stakeholders
- media and promotional plan form
- Project/ Activity Estimated Budget

2. Attachments:

(To be attached if applicable)

- Registered Entities to kindly attach the following as basic administrative requirements to review the application:
 1. Company profile.
 2. Copy of the registration certificate.
 3. Names (of four sections) of the Board of Directors and authorized signatories.
 4. The audited annual reports from a legal accountant for the past two years. (if applicable).
- Individuals: Attach an updated biography of the implementing team.
- Previous AHSF Beneficiaries: A report explaining the impact of the project and achieved outcomes along with the project sustainability plan.
- Approvals required for the implementation of the project: Please attach all approvals, whether from government departments, executive bodies, parents of students.
- Scientific Research Conferences: List of speakers - Program and topics of the conference –Research papers - University approval letter.
- Audio-visual Sector: Link for the film or promotional video (if available), script, film treatment, storyboard.
- Performing Arts Sector: Theatrical script, song lyrics, visual documentation (video, Sound Cloud, podcast, etc.).
- Two reference letters from previous partners/enablers.
- A scan of the ID/Passport (of authorized signatory).
- Company Profile/Brief.