

# General Narrative Questions

## Applicant Information

Proposed Project Name:

Lead Applicant: \_\_\_\_\_

## Instructions

- **Word counts** are listed for each question. Adhering to word counts is strongly recommended, but not required.
- **Maps, figures, and pictures** may also be included as part of the responses.
- **Formatting** such as bullet points (●, ○, Ø), lettering (a, b, c), or underline may be used to organize responses. Avoid excessive formatting to ensure readability.
- **Naming conventions** for the workbook and application narrative should mirror the following format [Lead Applicant Name – Project Name- Name of Document] for example [City of Albuquerque – Climate Adaptation Plan - Narrative].

## Checklist

Use the checklist below to ensure all materials have been submitted as part of the Application.

- General Narrative Questions (this Word document)
- Workbook (Includes Applicant Summary, Work Plan and Budget) (Excel)
- Letters of Support (PDF)

## Project Vision & Priorities

**250 words**

1. Present the Vision Statement. Include the project approach, priority goals, objectives, and aspirations of your proposed project.

## Community Need & Adaptive Capacity

**750 words**

2. Provide any or all of the following, using any of the sources listed in Section A “Consideration of Vulnerable Communities” of the APGP Grant Guidelines.
  - a. An overview of any existing information about the proposed project area’s vulnerable communities, including population characteristics, locations, and other known factors contributing to vulnerability.
  - b. How the vulnerable communities have been involved in the proposed project to date (or, if this has not yet been feasible, the plan for how they will be involved from application submission date onward).
  - c. How the project will address the unique needs, and enhance the adaptive capacity of, vulnerable communities.
3. Describe known climate change-related issues and possible solutions in the project region, as well as gaps in this knowledge the project will address, including any or all of the following:
  - a. Any existing information available on current and future climate change impacts, and gaps in known information.
  - b. Information on historic conditions, such as hazards faced by the community in the past.
  - c. How the proposed planning project will expand on existing knowledge and fill information gaps on climate change vulnerability, impacts, and/or adaptation solutions and build community resilience to climate change.

## Co-Benefits

**250 words**

Describe how the proposed project will prioritize strategies and outcomes that provide climate change adaptation co-benefits (such as social equity, greenhouse gas mitigation, economic, and/or environmental co-benefits).



## Community Partnership

**500 words**

Describe the partnership structure, including roles, responsibilities, and why this specific group of organizations is well suited to carry out the proposed planning activities of the proposed project. Include details on previous history working together if applicable; if this is an emerging partnership, share what aspects of this new partnership will set the group up for success.

## Workplan and Budget

**250 words**

4. Provide a high-level budget justification that summarizes the overall project costs. Explain how the requested budget is aligned with the proposed Work Plan and reflects the overall project objectives and program goals. Applicants may choose to organize the budget items under the eligible cost categories for the APGP.

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