

Submission Form Template Sample*

In order to process the submission, stakeholders are requested to complete the submission form for WSIS Project Prizes 2015 online that contains two parts:

Part one: executive summary (100 words) and

Part two: project information (1500-2000 words and 1 photo)

Please complete the submission form for all required questions related to the project.

You will have the opportunity to upload as the attachment Part 2. Project information document and photo after completing Part 1.

Please complete a separate form for each project you wish to submit.

By submitting the form, you agree to accept the terms and conditions set out in the Rules & Guidelines.

I. Part one. Executive Summary

Contact Information

Details of the organization

Name *

Organization country

Website (URL)

Type *

Details of the contact person responsible for the project (Personal contact information will not appear on the website. However, the designated contact may be contacted for more information)

First name *

Family name *

Address

Email *

Let interested parties contact me (please note your personal contact details will not be disclosed)

Telephone

Country *

** To be reviewed as a sample. For submission, please click on Submit Project at <http://groups.itu.int/stocktaking/WSISProjectPrizes2015.aspx#submitTab>*

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Activity Information

Information about the project

Project title

* Please provide a short title for this project, programme, thematic meeting, event, etc.

Title acronym

Description

* Please provide a brief description, in 100 words or less. Governments and international organizations may also wish to provide more detailed information concerning their policies or programmes (e.g., documents relevant to one or more WSIS action lines).

Project website

Geographical coverage *

Local National Regional International

Status *

Planned for future Ongoing Completed

Start date *

End date *

Partners

Please provide the names of other partners involved

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Activity Classification

Category

WSIS action lines * Please, select the category (WSIS Action Lines) most relevant to this activity. Please, remember that you can tick just one.

- 1. The role of governments and all stakeholders in the promotion of ICTs for development
- 2. Information and communication infrastructure
- 3. Access to information and knowledge
- 4. Capacity building
- 5. Building confidence and security in use of ICTs
- 6. Enabling environment
- 7. ICT applications: E-government
- 8. ICT applications: E-business
- 9. CT applications: E-learning
- 10. ICT applications: E-health
- 11. ICT applications: E-employment
- 12. ICT applications: E-environment
- 13. ICT applications: E-agriculture
- 14. ICT applications: E-science
- 15. Cultural diversity and identity, linguistic diversity and local content
- 16. Media
- 17. Ethical dimensions of the Information Society
- 18. International and regional cooperation

Internationally-agreed development goals outlined in the Millennium Declaration *

Is this project relevant to achieving the MDGs listed below? (see www.un.org/millenniumgoals/ and the [targets](#) for each goal) No Yes

If yes, please tick all goals that apply

- 1. Eradicate poverty and hunger
- 2. Achieve Universal Primary Education
- 3. Promote gender equality & empower women
- 4. Reduce child mortality
- 5. Improve maternal health
- 6. Combat HIV/AIDS, Malaria and other diseases
- 7. Ensure environmental sustainability
- 8. Develop a global partnership for development

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Project type *

Please tick one or more boxes to indicate the type of project described above

- Project
- Programme
- WSIS Thematic Meeting
- Conference
- Publication
- Training initiative
- Guidelines
- Tool-kit
- Database
- Website
- Other (please specify)

II. Part two. Project Information 1500-2000 words

Once the Part 1 is completed successfully, please, proceed with Part 2.

You will need to provide the information below that has five questions and upload it online as the attachment in Word or PDF. You are also invited to attach photo at this stage.

- [Title of project]
- [Organization name, country]
- [Project manager name]

Please, kindly provide the following information:

- I. Background information**
- II. Goals & timeframe**
- III. Project's added value and importance**
- IV. Challenges**
- V. Relevance of the project to the respective Action Line**
- VI. Conclusion**

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