Attachment 5: Past Performance Information Request Template

Applicants must submit two recent references for work that was 1) relevant to your IDEAL proposed project and 2) conducted within the last three years:

|  |
| --- |
| Donor 1 |
| **Name of awarding agency or organization:** |  |
| **Country and town of program or services** |  |
| **Award number** |  |
| **Amount of Award** |  |
| **Name of Focal Point at Donor 1** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Email:** |  |
| **Description of Work Performed:** |
| **Period of performance Start Date:** |  |
| **Period of Performance End Date:** |  |

|  |
| --- |
| Donor 2 |
| **Name of awarding agency or organization:** |  |
| **Country and town of program or services** |  |
| **Award number** |  |
| **Amount of Award** |  |
| **Name of Focal Point at Donor 2** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Email:** |  |
| **Description of Work Performed:** |
| **Period of performance Start Date:** |  |
| **Period of Performance End Date:** |  |

Prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_