|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ukraine Civil Society Emergency Response Fund (UCSERF)**  **GRANT CONCEPT NOTE FORM** | | | | |
|  | | | | |
| **SECTION 1: BASIC INFORMATION** | | | | |
| **1.1** | | **Project title** | |  |
| **1.2** | | **Region** | |  |
| **1.3** | | **Locality(ies)/Region(s) within region** | |  |
| **1.4** | | **Project duration** | |  |
| **1.5** | | **What is the likely total cost of the project?** *In US Dollars* | |  |
| **1.6** | | **Total funding requested from Crown Agents for this project** *In USD and as a % of total project funds* | |  |
| **1.8** | | ACRONYMS *Please list all acronyms used in your application, spelling out each one in full* | | |
|  | | | | |
| **1.9** | | **Implementation Partner(s)** *List all partners, putting the main partner first. This list must include all offices of the applicant that have a role in the project* | | |
|  | | | | |
| **1.10** | | **If you are applying as part of a consortium/coalition, please identify the lead organisation. Please list all other organisations in the consortium/coalition (if not applicable, please write n/a)** | | |
|  | | | | |
| **1.11** | | **If you are applying as part of a consortium/coalition, please state the main objective of the group (if not applicable, please write n/a)** | | |
|  | | | | |
|  | | | | |
| **SECTION 2: INFORMATION ABOUT THE ORGANISATION APPLYING FOR FUNDS** | | | | |
| **2.1** | | Organisation name | |  |
| **2.2** | | Organisation country of residence | |  |
| **2.3** | | Registration or charity number  ***If applicable*** | |  |
| **2.4** | | Office address | |  |
| **2.5** | | Website address | |  |
| **2.6** | | Main contact person | | Name:  Position:  Email:  Tel: |
| **2.7** | | Which year was the organisation established? | |  |
| **2.8** | | **Which of the following best describes your organisation?**  *Select a maximum of two categories* | | Non-Governmental Organisation (NGO)  Trade Union  Faith-based Organisation (FBO)  Disabled Peoples’ Organisation (DPO)  Organisations working with Disabled People  Academic Institution / Think Tank  Ethnic Minority Group or Organisation  Diaspora Group  Other... [please specify] |
| **2.9** | | **Please provide the annual income for organisation in each of the previous 3 years?**  **Please provide the average income for this period** | | |
| **From** *(dd/mm/yyyy)* | | | **To** *(dd/mm/yyyy*) | **Annual Income** |
|  | | |  |  |
|  | | |  |  |
|  | | |  |  |
|  | | | |  |
| **2.10** | | What are your main sources of funding? | | |
|  | | | | |
| **2.11** | | Will you require Crown Agents to undertake all / part / none of this project’s procurement? Please give details. | | |
|  | | | | |
|  | | | | |
| **SECTION 3: INFORMATION ABOUT THE PROJECT** | | | | |
| **3.1** | | **Which of the following three UCSERF objectives is your project contributing?**  *Check all that apply* | | 1. Projects focused on the sustainable recovery and rehabilitation of infrastructure in Ukraine, including energy, waste and water management or the provision of public services such as education, health and recreation facilities  OR  2. Projects which respond to the urgent shelter and housing needs of Internally Displaced People (IDPs) in Ukraine, strengthening the resilience of such communities throughout the winter months or supporting the conditions necessary for them to return home |
| **3.2** | | **If you selected ‘none of the above’ for 3.1, please explain why?** | | |
|  | | | | |
| **3.3** | | **Why** is this project needed? What problem is it expected to solve? | | |
|  | | | | |
| **3.4** | | **What** change is this initiative intended to achieve and for whom? What results/ impact will this project have on the ground? | | |
|  | | | | |
| **3.5** | | **How** will this project contribute to the sustainable recovery of Ukraine? | | |
|  | | | | |
| **3.6** | | **How** will the changes described above be achieved? | | |
|  | | | | |
| **3.7** | | **How** and where did this initiative originate? Whose idea, was it? Who was involved in the design of the project? How were the target beneficiaries involved? | | |
|  | | | | |
| **3.8** | | Who will be carrying out the project’s activities? Which organisations/stakeholders will undertake which work? | | |
|  | | | | |
| **3.9** | What is your organisation’s prior experience of undertaking this or similar activities before? | | | |
|  | | | | |
| **3.10** | | What lessons have you drawn on from experience (yours, your partners, or other organisations) in putting together this initiative? | | |
|  | | | | |
|  | | | | |
| **SECTION 4: PARTNERSHIPS (If not applicable, please write n/a)** | | | | |
| **4.1** | | Please explain the added value that you, the applicant, will bring to this initiative beyond accessing funds for the project | | |
|  | | | | |
| **4.2** | | Please describe the nature and length of your relationship with the main partner(s) with whom you will be working on this initiative | | |
|  | | | | |
| **4.3** | | Please provide details on your partners’ capacity to undertake this project. What previous experience do they have of similar initiatives? | | |
|  | | | | |