|  |  |
| --- | --- |
| **Project Title:** |  |
| **Name and Address of Applicant:** |  |
| **Project Duration (months): \_\_\_** | Start Date:  |
| Completion date:  |
| **Programme Requested:** | EUR \_\_\_\_\_\_\_\_\_\_ (X%) |
| **Counterpart Contributions:** | EUR \_\_\_\_\_\_\_\_\_\_ (Y%) |
| **Other Contributions:** | EUR \_\_\_\_\_\_\_\_\_\_ (Z%) |

1. **Background**

**[Maximum length: ½ page]**

1.01 Each project will customize this section to include the necessary historical background of the programme.

1. **Request for Resources**

**[Approximately three (3) paragraphs]**

2.01 A brief description of the elements of implementation, and areas in which national/sub-national/private capacity will be built/enhanced using the requested resources. The description must be directly linked to the opportunities and constraints discussed in Section 1.0- Background and to the objectives of the project.

1. **PLANNED RESULTS**

**Planned Outcomes**

**[One (1) paragraph]**

3.01 The Outcome statement describes the change of behaviour of the beneficiaries; and/or performance changes of systems, organisations, and institutions sought.

**Planned Outputs**

**[One (1) paragraph]**

3.02 The Outputs are the physical and/or tangible goods and/or services delivered by the project and describe the scope of the project. All Outputs listed must directly contribute to achieving the planned Outcomes. The Outputs, when taken together, must result in the achievement of the planned Outcomes.

1. **MAJOR ACTIVITIES AND INDICATIVE IMPLEMENTATION SCHEDULE**

4.01 Major activities are the groups of tasks carried out using project inputs to produce the desired outputs. For each planned Outcome, list the Outputs and Major Activities required to achieve the Outcome and the estimated timeframe for implementation.

|  |  |
| --- | --- |
| **Outputs/Major Activities** | **Indicative Implementation Schedule** |
|  | **Year 1** | **Year 2** | **Year 3** |
|  | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |
| **Outcome A** |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Output 1
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1. |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Output 2
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1 |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.4 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **EXECUTION/IMPLEMENTATION ARRANGEMENTS**

**[Approximately one (1) page]**

* 1. Identification of the agency that has primary responsibility for execution/implementation Clarification of roles, responsibilities and mechanism for general oversight, day-to-day project coordination, implementation of planned activities, monitoring and evaluation, and reporting.
	2. Identification of the institutional capacity of the executing/implementing agency. This should include if the agency has the human and financial capacity. Is the source of fund for the agency’s operations sustainable? Institutions will be assessed based on the institutional analysis found in Section IV of the Bank’s Call for Proposals Guidelines.
1. **INDICATIVE BUDGET**



**Notes:**

* Budget must be accompanied by notes explaining how estimates were derived.
* Counterpart funding must be as follows for the following Financing Windows –
	+ - Window 1: 10% ≥ 30% of total budget cost
		- Window 2: 30% ≥ 50% of total budget cost
		- Window 3: 30% ≥ 50% of total budget cost
* Travel, where necessary must be economy class and by the most direct route.
* All expenses must be directly relevant or direct inputs to achieving the planned results.