**SIMPLIFIED CAPACITY ASSESSMENT**

**FOR ENGAGEMENT IN A HUMANITARIAN CONTEXT (SCAN)**

1. **OBJECTIVE**

This is to request information from national NGOs for potential partnership with UNDP.

1. **INFORMATION REQUESTED**

Interested NGOs are requested to fill out the below questionnaire, attaching supporting documentation as much as possible.

**If you are an international NGO, please provide information relating to your local presence in this country only.**

**Please note that attachments should be provided to support each answer. Extraneous information not directly responding to the questions will constrain the ability of UNDP to positively assess the NGOs alignment with UNDP requirements.**

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| **Topic** | **Areas of Inquiry/**  | **Response**  | **Supporting documentation** |
| 1. Proscribed organizations
 | 1. *Is the NGO listed in the UN’s list of proscribed organizations, UNDP Vendor Sanctions List, or indicted by the International Criminal Court?*
2. *Is the NGO banned by any other institution? If, yes, please provide information regarding the institution and reasons.*
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| 2. Legal status, Bank Account, and Audit Report | *1. Is the NGO legally registered?**2. Does the NGO have a bank account?**3. Does the NGO have an audit report?*  |  |  |
| 3. Date of Establishment and Access | *1. When was the NGO established?**2. Does the NGO have access to beneficiaries in the affected area(s)?* |  |  |
| 4. Prior engagement with other UN Agency (including UNDP) or other international donors or organizations  | *1. Has the NGO been awarded any projects by a UN entity, or a donor to the UN system, or any other international organization? Please list.* |  |  |
| 5. Prior delivery | 1. *What was the budget of the largest project handled by the NGO?*
2. *Please provide a financial statement for the NGO.*
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