



ANNEX III
PROPOSAL FORMAT (STAGE II)
93981 - UNV Innovation Challenge Fund

Modelling the economic and social contributions of volunteers to the Sustainable Development Goals

1. PROJECT

Project Title:
Date:
please INDICATE Country of Implementation:

Amount applied for:
Duration: [no more than 6 months]
Requested budget: [UP TO usd 15,000]

2. APPLICANT - CONTACT DETAILS

Name of applicant's organization or individual applicant:
Legal registration number, country and year of registration:
Type of entity:
Postal address:
E-mail:
Telephone:
Website of applicant's organization (if available):

Name of contact person:
E-mail:
Telephone:

The Applicant is kindly asked to inform UNV Procurement procurement@unv.org ref.93981 about any contact details change during the implementation of the project.

3. EXECUTIVE SUMMARY OF THE RESEARCH PROJECT

Please summarize the project intervention, proposed innovative solution and the its expected results in targeted county.

4. CONTEXT, PROBLEM ANALYSIS AND SOLUTION

Please briefly elaborate on the current situation, challenge solution and local demands for a proposed solution; identify the project beneficiaries - the target group(s); describe proposed innovative solution and its relevance for the country/target group.

What is a degree of innovation - level of novelty of the proposed solution? Is the proposed solution new to the global industry or only to local market? Does the proposed solution bring a new idea, approach, product or service to a target group? Please state a potential for scale up and replication.

5. ESTIMATED RESULTS



Please describe the estimated overall results including (i) products and reports to be developed (ii) systems or structures developed (iii) impact on stakeholders and/or any other results from the pilot.

6. ACTIVITIES

Please describe in detail the planned activities and timeline of proposed solution.

7. BUDGET

Applications must include a detailed estimated budget in balance using the EXCEL SHEET at Annex IV, in which the estimated costs are identified. These costs shall be given in USD. The estimated budget shall also be summarized below:

Requested Costs:

Co-funding and source (if any):

Total costs:

Please describe value for money and cost effectiveness (the extent to which the proposed solution is expected to achieve its results at lower cost compared with alternatives).

8. SUSTAINABILITY

Please provide information on the sustainability of the proposed actions, in particular the buy-in and potential for take-up with local stakeholders to implement the proposed system or approach. Also please confirm what products will be publicly available following the pilot project.

9. LOCAL PARTNER(S)

Local partner (name of the organization)

Legal registration number, country and year of registration:

Legal status:

Postal address:

E-mail:

Telephone:

Contact Person:

Website:

10. PROJECT MANAGEMENT

The Applicant should describe how the project will be managed, including the role of partners. The Applicant should provide a description of its relevant competences and previous experience as well as those of the key staff who will be involved in the project implementation (according to their profiles or CVs) as a proof of its capacity to implement project effectively.

11. PREVIOUS EXPERIENCE OF SIMILAR PROJECTS

Please present previous experience within the area of expertise

12. RISK MANAGEMENT

Please list the potential risks and your mitigation strategy.

13. ATTACHMENTS TO THE APPLICATION:

- CVs of Experts
- Budget (excel sheet)
- Extract from Public Registry
- The declaration of the partnership with local or other partners
- Any other relevant documents supporting the application

14. ACCEPTANCE OF TERMS AND CONDITIONS

By signing this form, the applicant accepts the following terms and conditions:

- The applicant declares that he/she has read, understood and hereby accepts the Terms of Reference describing the duties and responsibilities of this Call for Proposals ref. 93981 - UNV Innovation Challenge Fund - Modelling the economic and social contributions of volunteers to the Sustainable Development Goals;
- The applicant declares that he/she has also read, understood and hereby accepts UNDP's General Conditions included in the agreement for individuals or companies to be signed if awarded a prize
- The applicant declares that he/she is bounded by the process and rules of the competition that have been highlighted in the Guidelines and shall accept the outcome of the process without any deviation or reservation.
- The applicant shall bear all costs related to the preparation and submission of the proposal regardless of whether his/her proposal is selected or not. He/she accepts that UNV will in no case be held responsible or liable for those costs regardless of the outcome of the process.
- The applicant accepts that UNV determines the level of responsiveness to a challenge fund window exclusively on the contents of the written application forms.
- The applicant accepts that information relating to the examination, evaluation, and comparison of applications, and recommendation of contract award shall not be disclosed to you or any other person not officially concerned with such processes.
- The applicant confirms that the offer shall remain valid for a total period of 90 days after the submission deadline;
- The applicants certify that the statements made in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on this form or other document requested by the Organization may result in the termination of the agreement without notice.

Signature:

Name:

Date: