



# 2012 Call for Proposals

## Concept Note Form

Please review the Call for Proposals document carefully before completing the Concept Note form.

### I. Organization Information

#### A. Organization contact

Organization name*			
Address		City	
State or Province		Country or Territory	
E-mail		Website	
Telephone number (include country and city code)		Fax number (include country and city code)	

\* Do not use acronyms. In case there is more than one organization applying, only include the name of the organization that will be responsible for project management and contractual obligations (the "lead organization"). There will be an opportunity to list names of co-applicants later.

#### B. Primary contact person

Title  Ms.  Mrs.  Mr.  Dr.

First Name

Last Name

Job Title

E-mail\*

Verify E-mail

#### C. Secondary contact person

Title  Ms.  Mrs.  Mr.  Dr.

First Name

Last Name

Job Title

E-mail\*

Verify E-mail

\* Please include an email address that will remain active for at least one year as all application updates will be sent via email.

#### D. Type of organization (select one)

Government\*

Civil Society Organization (select one)

- |                                      |                                       |
|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Women's     | <input type="checkbox"/> Human rights |
| <input type="checkbox"/> Men's       | <input type="checkbox"/> Development  |
| <input type="checkbox"/> Youth       | <input type="checkbox"/> Humanitarian |
| <input type="checkbox"/> Faith-based | <input type="checkbox"/> Other        |

Specify

Academic/Research

Professional Association

United Nations Country Team (UNCT)

Specify Administrative Agent

Specify Coordinating Agent

Specify other Participating Agencies

Other

Specify

Is the organization a non-governmental organization?  Yes  No

Does the organization have a legal status in the country of operation?  Yes  No

Is the organization applying on behalf of a network or coalition?  Yes Specify  No

List the key networks the organization is a part of: (maximum 60 words)

What is the mission and main focus area of the organization? (maximum 60 words):

For Civil Society Organizations Only – Please list your major donors (maximum 60 words):

\* Note that a government entity may either apply individually, or as part of a UNCT proposal, but not both.

**E. Level at which the organization operates (select all that apply)**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Community-based/grassroots | <input type="checkbox"/> Sub-national (i.e. province, state) | <input type="checkbox"/> Regional      |
| <input type="checkbox"/> Local                      | <input type="checkbox"/> National                            | <input type="checkbox"/> International |

**F. Annual organizational budget (in US dollars)**

	2009	2010	2011
Estimated resources allocated for ending violence against women programming (in US dollars)	2009	2010	2011

Enter amount without any periods, commas, symbols or spaces. Please round up to the nearest dollar.

**G. Has the organization previously applied for a grant from the UN Trust Fund?**

- No  Yes Year(s)

**H. Has the organization previously received funds from the UN Trust Fund?**

- No  Yes Year(s) Amount (US dollars)

Enter amount without any periods, commas, symbols or spaces. Please round up to the nearest dollar.

**I. The UN Trust Fund may share the organization information provided in this section with other donors. Please state whether your organization consents to this information being shared.**

- Yes, I consent to the information provided in this section being shared with other donors.  
 No, I do not consent to the information provided in this section being shared with other donors.

## II. Project Focus

**A. Country(ies) and/or territory(ies) of implementation**

**B. Level of proposed project intervention (select all that apply)**

- |                                    |  |   |
|------------------------------------|--|---|
| <input type="checkbox"/> Community | <input type="checkbox"/> Sub-national (i.e. province, state) | <input type="checkbox"/> Regional       |
| <input type="checkbox"/> Local     | <input type="checkbox"/> National                            | <input type="checkbox"/> Cross-regional |

**C. Form(s) and manifestation(s) of violence that will be addressed by the project (you may select a maximum of four)**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> <b>Violence in the family</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Intimate partner violence<ul style="list-style-type: none"><li><input type="radio"/> Physical violence</li><li><input type="radio"/> Sexual Violence</li><li><input type="radio"/> Psychological or emotional violence</li><li><input type="radio"/> Economic violence</li></ul></li><li><input type="checkbox"/> Non-partner violence<ul style="list-style-type: none"><li><input type="radio"/> Physical violence</li><li><input type="radio"/> Sexual Violence</li><li><input type="radio"/> Psychological or emotional violence</li><li><input type="radio"/> Economic violence</li></ul></li><li><input type="checkbox"/> Violence against the girl child (non-spousal violence, violence related to exploitation)<ul style="list-style-type: none"><li><input type="checkbox"/> Harmful practices</li><li><input type="radio"/> Early/Child marriage</li><li><input type="radio"/> Forced marriage</li><li><input type="radio"/> Pre-natal sex selection</li><li><input type="radio"/> Female Infanticide</li><li><input type="radio"/> Female genital mutilation/cutting</li><li><input type="radio"/> Dowry-related violence</li><li><input type="radio"/> So called 'honour crimes'</li></ul></li></ul> | <input type="checkbox"/> <b>Violence in the community</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Femicide</li><li><input type="checkbox"/> Sexual violence by non-partners (rape/sexual assault)</li><li><input type="checkbox"/> Sexual harassment and violence in public spaces/institutions<ul style="list-style-type: none"><li><input type="radio"/> Violence in schools</li><li><input type="radio"/> Violence in the workplace</li><li><input type="radio"/> Violence in public spaces</li><li><input type="radio"/> Other (specify)</li></ul></li><li><input type="checkbox"/> Trafficking</li><li><input type="checkbox"/> Other<ul style="list-style-type: none"><li>Specify</li></ul></li></ul> | <input type="checkbox"/> <b>Violence perpetrated or condoned by the State</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Custodial violence</li><li><input type="checkbox"/> Forced sterilization/pregnancy/abortion</li><li><input type="checkbox"/> Gender-based violence during armed conflict</li><li><input type="checkbox"/> Gender-based violence in refugee/internally displaced persons (IDPs) camps</li><li><input type="checkbox"/> Gender-based violence in post-natural disaster settings</li><li><input type="checkbox"/> Other<ul style="list-style-type: none"><li>Specify</li></ul></li></ul> |
|--|--|--|

<input type="radio"/> Maltreatment of widows (e.g. widow 'cleansing') <input type="radio"/> Other (specify) <input type="checkbox"/> Violence against domestic workers <input type="checkbox"/> Other Specify		
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†Form(s) and manifestation(s) of violence against women in various settings are aligned with the "In-depth study on all forms of violence against women: report of the Secretary-General" (<http://www.un.org/womenwatch/daw/vaw/SGstudyvaw.htm#more>) See pages 37-47 for definitions. Please select only those categories that are relevant to the intervention.

**D. Primary beneficiaries** – who will benefit from this project and whose lives are expected to change (you may select a maximum of four). Please also enter the approximate number of primary beneficiaries you expect to reach through this initiative.

<input type="checkbox"/> Female domestic workers <input type="checkbox"/> Female migrant workers <input type="checkbox"/> Female political activists/human rights defenders <input type="checkbox"/> Female sex workers <input type="checkbox"/> Female refugees/Internally displaced/asylum seekers	<input type="checkbox"/> Indigenous women/from ethnic groups <input type="checkbox"/> Lesbian, bisexual, transgender <input type="checkbox"/> Women and girls in general <input type="checkbox"/> Women/girls with disabilities <input type="checkbox"/> Women/girls living with HIV and AIDS	<input type="checkbox"/> Women/girls survivors of violence <input type="checkbox"/> Women prisoners <input type="checkbox"/> Other Specify
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**Main characteristics of Primary Beneficiaries** (select all that apply)

<u>Age</u> <input type="checkbox"/> Girls (0-9) <input type="checkbox"/> Adolescents (10-19) <input type="checkbox"/> Young women (20-24) <input type="checkbox"/> Adult Women <input type="checkbox"/> Elderly women (60 and above)	<u>Social-Economic Level</u> <input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High	<u>Location</u> <input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> Nomadic
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**Total Number of Primary Beneficiaries:**

Please select only those categories that are relevant to the intervention.

**E. Secondary beneficiaries** – with whom you will work in order to change the lives of the primary beneficiaries (you may select a maximum of four). Please enter the approximate number of secondary beneficiaries you expect to reach through this initiative.

<input type="checkbox"/> Civil society organizations (including NGOs) <input type="checkbox"/> Community-based groups/members <input type="checkbox"/> Educational professionals (i.e. teachers, educators) <input type="checkbox"/> Faith-based organizations <input type="checkbox"/> General public/community at large	<input type="checkbox"/> Government officials (i.e. decision makers, policy implementers) <input type="checkbox"/> Health professionals <input type="checkbox"/> Journalists/Media <input type="checkbox"/> Legal officers (i.e. lawyers, prosecutors, judges) <input type="checkbox"/> Men and/or boys <input type="checkbox"/> Parliamentarians	<input type="checkbox"/> Private sector employers <input type="checkbox"/> Social/welfare workers <input type="checkbox"/> Uniformed personnel (i.e. police, military, peace-keeping officers) <input type="checkbox"/> Other Specify
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**Total Number of Secondary Beneficiaries:**

Please select only those categories that are relevant to the intervention.

**F. Strategies/areas of intervention** (you may select a maximum of four).

<b>Preventing Violence</b> <input type="checkbox"/> Mobilizing communities (establishing self-help groups, community watch groups, etc.) <input type="checkbox"/> Employing Information, Education and Communication (IEC) <input type="checkbox"/> Fostering coalitions and networks <input type="checkbox"/> Public outreach/awareness-raising <input type="checkbox"/> Developing capacities of community groups and leaders <input type="checkbox"/> Engaging new partners (men and boys, traditional leaders, employers, etc.) <input type="checkbox"/> Influencing organizational and/or	<b>Improving Service Delivery</b> <input type="checkbox"/> Creating/enhancing multisectoral referral systems <input type="checkbox"/> Promoting access to justice (e.g. legal aid, training for police/lawyers, reparations, etc.) <input type="checkbox"/> Promoting/providing services (psychosocial counselling, medical services, shelters, etc.) <input type="checkbox"/> Creating community-based protection systems <input type="checkbox"/> Building partnerships/coalitions <input type="checkbox"/> Addressing the twin pandemics of	<b>Strengthening Institutional Responses</b> <input type="checkbox"/> Supporting implementation of multisectoral policies and national action plans <input type="checkbox"/> Securing resources/gender-responsive budgeting for addressing violence against women <input type="checkbox"/> Working with institutions to develop accountability systems <input type="checkbox"/> Monitoring implementation <input type="checkbox"/> Conducting research, data collection and analysis <input type="checkbox"/> Enhancing capacities of
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traditional practices <input type="checkbox"/> Changing individual knowledge and attitudes <input type="checkbox"/> Creating opportunities for women to exercise social, economic and political rights <input type="checkbox"/> Addressing the twin pandemics of HIV/AIDS and violence against women <input type="checkbox"/> Advocacy <input type="checkbox"/> Other Specify	HIV/AIDS and violence against women <input type="checkbox"/> Other Specify	government officials and decision-makers <input type="checkbox"/> Advocacy <input type="checkbox"/> Other Specify
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Please select only those categories that are relevant to the intervention. The above categories are only an example of the many strategies/areas of interventions your proposal may utilize. You are encouraged to specify any additional strategies in the 'Other' field.

### G. Laws, Policies and Action Plans

The project will be contributing to the implementation of: (select all that apply)

<input type="checkbox"/> Laws	Title(s)	Year(s)
<input type="checkbox"/> Policy(ies)	Title(s)	Year(s)
<input type="checkbox"/> Action Plan(s)	Title(s)	Year(s)

#### Describe the law(s), policy(ies) or plan(s):

Include information on the specific national and/or local law(s), policy(ies) and action plan(s) and challenges to its implementation. Briefly describe how the proposed intervention will make a difference in the implementation. (maximum 250 words)

## III. Project description

### A. Project Summary

In three sentences each, please provide the following (maximum 100 words):

- 1) Justification (why): Justify your proposed project, referring to the evidences of gaps, issues and needs identified from previous initiatives, needs assessments, research and/or evaluations.
- 2) Results (what): Describe what results your proposed project is aiming to achieve.
- 3) Strategy (how): Describe the strategies that will be employed to achieve the intended results.

### B. Title

C. Duration  2 years  3 years

D. Project Start date\* --/--/---- Project End date: --/--/----  
(day/month/year): (day/month/year)

E. Total amount requested from the UN Trust Fund (in US dollars)

F. Total contribution from applicants\*\* (in US dollars)

G. Total project budget (in US dollars)

H. Implementing partners/participating agencies. Please list all the implementing partners of the project, starting with the lead organization: (maximum 50 words)

\*The estimated start date cannot be before 15 August 2013 (15/08/2013)

Enter all amounts without any periods, commas, symbols or spaces. Please round up to the nearest dollar.

\*\*Matching funds/financial contributions from UN entities are required (for UN Country Teams); government applicants are encouraged and all applicants, wherever possible, are invited to indicate in-kind contributions (i.e. office space, staff, conference facilities, media outlets, supplies), or other contributions.

### I. Please specify the approximate amount of requested budget allocated to each of the following strategies/areas of intervention:

Preventing Violence:  
 Improving Service Delivery:  
 Strengthening Institutional Response:

Enter amount without any periods, commas, symbols or spaces. Please round up to the nearest dollar. The sum of each the categories selected should add up to the total amount requested from the UN Trust Fund (Section III, Question E).

**J. The project intends to:** (select one)

- Support the implementation of national and local laws, policies and action plans that address violence against women**  
 Please also check this box if the project specifically intends to address the intersection of HIV/AIDS and violence against women
- Address violence against adolescent and young girls**

**K. Problem Analysis** (maximum 300 words)

Briefly describe the main problem the project aims to address. Include information on the specific national and/or local law(s), policy(ies) and action plan(s) and challenges to their implementation. Include relevant statistical information to illustrate the problem and justify the need for the intervention. Kindly cite references where applicable.

**L. Which social actors does the project seek to engage with and influence?** (maximum 300 words)

Who are the individuals, groups, organizations and institutions with whom the project interacts directly and with whom the project can anticipate opportunities for influence/change?

**M. Why does the project want to engage with and influence the stated social actors?** (maximum 300 words)

Please explain what changes in relationships, actions, behaviours, policies and practices of these actors can be anticipated. Why are these changes important to achieve?

**N. How does the project aim to engage with and influence the stated social actors?** (maximum 500 words)

Please explain how the project activities can be logically linked, either directly or indirectly, to the anticipated changes described above. Provide details of strategies, tools, techniques, and resources that will be used to contribute to the desired change.

**O. To what outcomes in the field of ending violence against women will the project contribute through its engagement with the social actors?** (maximum 500 words)

What is the project's overall vision for change? What are the anticipated outcomes of the strategies employed by the project?

**P. The project will be:** (select one)

- Piloting a promising approach** (maximum 500 words)  
Describe the need for a new approach and its promise in influencing the social actors stated above. What aspects of past strategies did not work, and what will be incorporated (for example, old lessons learnt) into the project? How will the approach be tested, monitored and documented to build as a model?
- Up-scaling a promising or already proven approach** (maximum 500 words)  
Please specify the past outcomes achieved by the approach (social actors influenced, in what way they were influenced, what changes occurred in social actors). Explain why upscaling activities will help in consolidating past results, and how the project will augment the proven approach.
- Piloting and Up-scaling** (maximum 500 words)  
Please explain which elements of the proposed project are piloting (new) and which ones are upscaling (expanding past proven methodologies). Why are these elements being combined? How will each contribute to the outcomes the project aims to achieve?

**Q. Monitoring and Evaluation Plan** (maximum 400 words)

Provide details of how baseline data will be collected, and how the project will be documented, monitored and evaluated. As the UN Trust Fund requires an external evaluation at the end of each project, please indicate plans to enhance the evaluability of the proposed project, specifying what oversight mechanisms will be in place to monitor and report on results.

## IV. Organizational capacity

### A. **Technical expertise** (maximum 225 words)

Include information on proven record of programming to address violence against women and the track record of success in influencing similar social actors. Please give specific examples from past positive outcomes.

### B. **Partnerships and coordination** (maximum 225 words)

Indicate the roles and responsibilities of the co-applicants and key implementing partners, and specific components of the project they will implement. Explain synergies and coordination with existing initiatives to end violence against women.

\* Concept notes should reflect coordination and partnerships among government and civil society, especially women's groups and networks.

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## V. Project Budget

Please see Annex 2\_2012 Concept Note Budget.

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## VI. Required Attachments

Please note that you can only upload two files per section, up to 10 MB each. If you have multiple documents please merge them into one, if possible.

### A. Legal registration

**For civil society applicants:** Please attach the articles of association of the applying Organization and proof of legal status in country of operation. Organizations proposing multi-country initiatives must also demonstrate that they or their national implementing partners are legally registered in each of the countries (or territories) of implementation.

### B. Resident Coordinator endorsement letter

**For UN Country Teams only:** Proposals must provide evidence indicating the Resident Coordinator's awareness of the application and willingness to support efforts to achieve stated goals (see Call for Proposals). Please attach a signed endorsement letter by the corresponding Resident Coordinator.

### C. Government request letter

**For UN Country Teams only:** Proposals must provide evidence of a request by the government (see Call for Proposals). Please attach a signed letter by the corresponding government authority requesting UNCT assistance.

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## VII. Optional Attachments

### A. Endorsement/Support letter

**For all applicants:** Please attach a letter of endorsement from another key stakeholder (for example, a previous beneficiary of your organization, a former or current partner organization, co-implementing partner for proposed intervention, etc.).