**ANNEX A – APPLICATION FORM**

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| **Organisation Name** | | |  | | | |
| **Type of organisation (national, international)** | | |  | | | |
| **Date of Establishment** | | |  | | | |
| **Annual Budget Over the Last Two Years  (USD)** | | | **2022** | | **2023** | |
|  | | | |  | |  |
| **Number of Full-Time Employees** | | |  | | | |
| **Headquarter Address** | | |  | | | |
| **Number of Field Offices** | | |  | | | |
| **Website** | | |  | | | |
| **Social Media Accounts** | | |  | | | |
| **Contact Person** | |  |  | | | |
|  | **Position** | | |  | | |
|  | **E-mail Address** | | |  | | |
|  | **Phone Number** | | |  | | |

**PART 1 – PROPOSED PROGRAMME**

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| --- | --- |
| **Proposed Programme Title** |  |
| **Proposed Duration (months)** |  |
| **Proposed Geographic Location(s)** |  |
| **Preliminary Funding Request (USD)** |  |
| **Proposed Programme Objective** |  |

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| --- | --- | --- | --- |
| 1. **Context of Local Recruitment and Radicalisation** | | | |
| In the Proposed Geographic Location(s) above:  What are three key issues driving recruitment and radicalisation in the selected communities? | | | |
| What are the PVE drivers that your programme aims to address? | | | |
| What other PVE initiatives are underway in these areas and what is the complementarity with the proposed programme? Are you involved in any PVE coordination mechanisms? | | | |
| 1. **Focus Population Group(s)** | | | |
| Explain how and why you selected locations and population groups. | |  | |
| What level of consultation have you undertaken with target groups? | |  | |
| Please provide findings from focus groups, interviews, past programming | |  | |
| Focus populations - Based on the broad groups in the EOI, please list the **specific** groups of people (sex and age disaggregated) who you plan to work with **in each location** and **explain why** | | | |
| **Specific Group** | | **Location** | **Reason to include** |
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| 1. **Theory of Change Narrative** | | | |
| What problem or gap are you trying to address? | |  | |
| What objective do you intend to achieve to contribute to solving these problems? | |  | |
| What are the key activities you will implement to achieve this objective? | |  | |
| What do you need other stakeholders to do in order for these activities to meet the desired objective? | |  | |
| 1. **Programmatic Approach** | | | |
| Who are other stakeholders in the project (e.g. state, religious authorities, security sector, etc.) and how will you work with them? |  | | |
| How will the proposed programme contribute to the National Strategy on P/CVE and CT ? |  | | |
| What are the top three risks within your programme’s control that you foresee and how do you plan to mitigate them? |  | | |
| How the principle of Do-No-harm will be reflected during different stages of programme development and implementation? |  | | |
| How will gender and social inclusion be addressed in the programme? |  | | |

**PART 2 – ORGANISATIONAL CAPACITY**

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| **Does your organisation have a Strategic Plan?  (period covered?)** | | |  | | | |
| **Were any of your programmes evaluated by an external agency in the last three years? (date, organisation)** | | |  | | | |
| **Do you have a written policy or guidelines covering the areas below?** | | | | | |  |
| Gender, Diversity, Social inclusion | Child Protection and Safeguarding | Whistle-blower | | Monitoring and Evaluation | Security Management | Communications |
|  |  |  | |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Number of Finance Staff** | | |  | | | |
| **Do you have a written policy or guidelines covering the areas below ?** | | | | | |  |
| Accounting and Financial Reporting | Budget & Cash management | HR management | | Procurement of goods and services | Fraud, bribery, corruption | Conflict of Interest |
|  |  |  | |  |  |  |
| **Who were the three largest donors of your organisation (total value of signed contribution)?** | | | | | | |
| 2021 (Name) | (USD) | 2022 (Name) | | (USD) | 2023 (Name) | (USD) |
|  |  |  | |  |  |  |
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**If you are applying as a Consortium Lead, please fill the below section**

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| --- | --- | --- | --- | --- | --- |
| **Please describe your experience of being a Consortium lead** | | |  | | |
| **Describe the capacity building you have provided to partners** | | |  | | |
| **Do you have a written guidelines that address the areas below ?** | | | | | |
| Identification and selection of partners | Contracting mechanism of partners | | Capacity development of partners | Operational management of partners (M&E) | Financial management of partners |
|  |  | |  |  |  |
| **Which proposed organizations will join the consortium?** | | |  |  |  |
| **NAME** | | **Main Role and Added Value** | | | |
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