Annex A: Application Form

IOM Call for Proposal - Capacity Building for Implementing Partners -

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| **Section A. Applicant Profile** | | | | |
| Organization information | Organization name | |  | |
| Address | |  | |
| Website | |  | |
| Contact information | Name | |  | |
| Title/Function | |  | |
| Telephone | |  | |
| Email | |  | |
| Conflict of interest statement | *To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of IOM, or any other conflicts of interest with this project or IOM? If so, please explain.* | | | |
| Annual budget | | Size of annual budget | *(previous year, in USD)* |
| Main funding sources |  |
| Staff capacity | | *List the number and key functions of core staff of the organization.* | |
| Organization mandate and background | | *Outline the organization’s mandate and field of work.* | |
| Experience in proposed area of work | | *Outline of scope and key results achieved in proposed programmatic area in recent years, including prior experience with any international organization and/or United Nations agencies.* | |

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| **Section B. Proposed intervention** | |
| Proposed duration | *From MM/YYYY to MM/YYYY* |
| Proposed budget | *In USD* |
| Project Summary | *Provide a brief summary of the project, highlighting main objectives and activities, and the relevance of the project to the scope of work of the Call for Proposals.* |
| Organizational capacity to implement the proposed project, including staff capacity | *Briefly explain why your organization has the experience and capacity to be best placed to deliver this project.* |
| Expected results | *Explain what are the main results expected from the project implementation against the main objectives.* |
| Description of activities and budget | *Describe each planned activity, highlighting the linkage between activities and results. Make sure all activities are reflected in Annex B – Budget. Also specify if there will be any partners/sub-contractors involved in the project and what their specific role will be.* |
| Monitoring and Evaluation | *Outline how you are planning to monitor the progress towards the results achieved.* |
| Additional documentation | *Additional documentation can be mentioned here for reference.* |

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| **Section C. References** | |
| Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship. | |
| Reference 1: |  |
| Reference 2: |  |
| Reference 3: |  |