**Annex 1 - Application**

1. **Organisational Information**

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| **Organisations’ full name** |  |
| **Type of organisation (national, international)** |  |
| **Date of Establishment**  |  |
| **Annual Budget Over the Last Two Years (USD)**  | **2020** | **2021** |
|  |  |
| **Number of Full-Time Employees****\***Please share an organigram |  |
| **Organisation’s Headquarter’s Address**  |  |
| **Website** |  |
| **Social Media Accounts** |  |
| **Contact Person** | **Name** |  |
| **Position** |  |
| **E-mail Address** |  |
| **Phone Number** |  |

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| Organisation’s strategic priorities |
| Please state your organisation’s official mission: (100 words max) |  |
| Does your organisation have a strategic plan? (Yes/No) |  |
| What period is covered by the strategic plan? |  |
| What are the key strategic priorities of your organisation? (100 words max) |  |
| What are the main areas of specific expertise for which your organisation is best recognised? (200 words max) |  |

**2. Organisational Capacity**

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| **Please describe your experience being a Consortium lead. (200 words Max)** |  |
| **What capacity building do you envision for partners? (max 100 words)**  |  |
| **Which proposed organizations will join the consortium as smaller partners?** | **Name** | **Main role and Added value** |
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| Do you have a written policy or guidelines covering (100 words per stage max) |
|  | Yes/No | Comments (a brief description of the main points covered) |
| Needs identification and analysis |  |  |
| Security  |  |  |
| Gender and Diversity |  |  |
| Child Protection |  |  |
| Youth |  |  |
| Identification and selection of sub-grantees[[1]](#footnote-2) |  |  |
| Capacity Development of sub-grantees  |  |  |
| Financial management of sub-grantees  |  |  |

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| **The number of Finance staff in the headquarters:**  |  |
| **The number of M&E staff in the headquarters:** |  |
| **Is there an internal audit function within the organisation? If yes, who does the head of internal audit report to?** |  |
| **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  |
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| **Who were the three largest donors of your organisation (total value of signed contribution)?**  |
| 2019 (Name) | (USD) | 2020 (Name) | (USD) | 2021 (Name)  | (USD) |
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**Statutory audits (Please submit copies of your last two annual audited financial statements of your organisation with this form).**

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| **Period covered**  | **Name of audit firm.**  | **Please specify any international affiliation the audit firm may have.** | **Audit findings and opinion** | **Are any audit recommendations still open? If yes, when will you fully implement them?** |
| Previous fiscal year |  |  |  |  |
| The fiscal year before the previous |  |  |  |  |

**3. Proposed Programme Concept**

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

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| 1. **Context of Results Measurement, Research Generation and Use of Evidence (maximum 300 words) Add space below where needed.**
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| 1. In the context of working with CSOs and local NGOs, respond to the following: What are the main challenges confronted by civil society and local non-governmental organisations in performance measurement and use of evidence in decision making?
2. What do you know as the gaps in research of violent extremism in the Sahel?
3. What evidence/experience/expertise do you have that supports what you see as the key drivers/factors driving the challenges above? Which of these does your program intend to address?
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| 1. **Results (maximum 800 words)  Add space below where needed.**
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| Please describe here what are the results expected from the project, both in terms of outputs and outcomes. * **Outputs**: Outputs are the immediate, visible, and concrete results of your activities. Please describe the major outputs you plan to deliver.  For example, an Output could be a professional training workshop you plan to deliver to one of the organisations.  This workshop Output is the end and visible result of the various activities you may need to complete to deliver that Output such as printing the workshop materials, renting the workshop space, and paying the trainer. Your outputs should be consistent with the following thematic areas (as described in the call for proposals):
	1. Third-Party Monitoring Exercises and Evaluations
	2. Capacity Building on M&E and Learning including Knowledge Management
	3. Research and Knowledge Generation for Policy and Practice
* **Outcomes**: Outcomes are the expected results of your Outputs. They represent a change in a group of people, organisations, or places that is expected from delivering the Outputs to them. Please describe all the Outcomes you intend to achieve within the duration of the grant, and should be linked with the outputs. In the case of this grant, please focus on the outcomes expected of the outputs under b and c, and how would be able to measure it.
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| 1. **Intervention Strategy (maximum 500 words)**
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| 1. Is your organisation proposing to form and lead a consortium (consortium could be a lead organisation that has other organisations that deliver the services in collaboration with the lead organisation) of other local organisations, or will the organisation implement the programme directly?
2. Please indicate how the organisation will design and implement a needs assessment to determine its focus in the following areas:
	1. Third-party monitoring exercises and evaluations
	2. Capacity building on M&E and learning including knowledge management
	3. Research and Knowledge Generation for policy and practice
3. Please describe the planned implementation strategy and if implementation is phased, explain the sequence of delivery.
4. How do you intend to determine success of this strategy? Do you foresee collaboration to be an important part of this strategy? If yes, what actors do you classify as essential for collaboration and how do you intend to engage
5. What are the top three risks within your project control that you foresee and how do you plan to mitigate them?
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| 1. **Expertise of the Organisation (maximum400 words)**
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| What makes your organisation well positioned to implement the proposed programme? If you are a consortium, please refer to the strengths of the various sub-recipients of listed . Please provide a list of expertise or experience that supports your confidence that you can deliver the outputs promised as well as the outcomes expected. |

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|   |   | **Annex A - Attachments required**  |   |

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**Please kindly attach the following documents to your application:**

* Official registration of the organisation
* Latest Audit Report
* The Organigram of the organization

**Declarations in support of application for the role of Principal Recipient**

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| **Has your Organisation previously applied to GCERF (Yes/No)**  |   |

If your organisation is selected as a Principal Recipient, you will be expected to form a Consortium of potential Sub-Recipients that meets the expectations of both a GCERF Consortium and Sub-Recipients. A Principal Recipient is responsible for coordinating the development of a Consortium Proposal. A Principal Recipient is expected to establish written agreements with each potential Sub-Recipient prior to the submission of a Consortium Proposal.

By signing this Expression of Interest you confirm:

* your organisation acknowledges and is able to accept the role of a Principal Recipient as described above;
* that the information provided is correct to the best of your knowledge;
* you have read and agree to comply with the terms described in the GCERF code of conduct.

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| **Name**  |   |
| **Designation/Position**  |   |
| **Organisation**  |   |
| **Signature**  |     |

1. The process for identification of a subgrantee should mirror your organizations policy for competitive tenders. [↑](#footnote-ref-2)