



# UN Trust Fund to End Violence against Women

## 2016 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	<input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr.
First Name	
Last Name	
Job Title	
E-mail*	

##### C. Secondary contact person

Title	<input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr.
First Name	
Last Name	
Job Title	
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)

<input type="radio"/> Government <input type="radio"/> 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	<input type="radio"/> Academic/Research <input type="radio"/> International Non-Governmental Organisation <input type="radio"/> Other Specify
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Does the organization have a legal status in the country of operation? <input type="checkbox"/> Yes <input type="checkbox"/> No
For Civil Society Organizations Only – Is the organization, a women-led organization?* <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the organization have certified financial audit reports for the previous three fiscal years – including 2012, 2013, 2014 (and 2015 if available)? Please also upload the last three audit reports (under Section VI). <input type="checkbox"/> Yes <input type="checkbox"/> No

Please describe the organization's mission and/or vision statement (maximum 200 words):

Please describe the organization's main focus area of work as well as major projects implemented by the organization over the past five years (maximum 200 words):

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

\* To be considered "women led" the organization must have at least 50 per cent women in its Board and its Staff, with women in leadership positions.

**E. Please specify the ratio of leadership positions held by women in the organization (e.g. President, Executive Director, Board Members, Senior Managers, etc.) (select one)**

- 0 to 10 per cent       21 to 40 per cent       61 to 80 per cent  
 11 to 20 per cent       41 to 60 per cent       81 to 100 per cent

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

F. Annual organizational budget (in US dollars)	2013	2014	2015
Estimated resources allocated for ending violence against women programming (in US dollars)	2013	2014	2015

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. Primary level of proposed project intervention (select one)**

- Community       Sub-national (i.e. province, state)       Regional  
 Local       National       Cross-regional

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

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> <b>Violence in the family</b><br><input type="checkbox"/> Intimate partner violence<br><input type="radio"/> Physical violence<br><input type="radio"/> Sexual Violence<br><input type="radio"/> Psychological and emotional violence<br><input type="radio"/> Economic violence<br><input type="checkbox"/> Non-partner violence<br><input type="radio"/> Physical violence<br><input type="radio"/> Sexual Violence<br><input type="radio"/> Psychological or emotional violence<br><input type="radio"/> Economic violence<br><input type="checkbox"/> Violence against the girl child (non-spousal violence, violence related to exploitation)<br><input type="checkbox"/> Harmful practices | <input type="checkbox"/> <b>Violence in the community</b><br><input type="checkbox"/> Femicide<br><input type="checkbox"/> Sexual violence by non-partners (rape/sexual assault)<br><input type="checkbox"/> Sexual harassment and violence in public spaces/institutions<br><input type="radio"/> Violence in schools<br><input type="radio"/> Violence in the workplace<br><input type="radio"/> Violence in public spaces<br><input type="radio"/> Other (specify)<br><input type="checkbox"/> Trafficking in women and girls<br><input type="checkbox"/> Other<br>Specify | <input type="checkbox"/> <b>Violence perpetrated/condoned by the State or at the State level</b><br><input type="checkbox"/> Custodial violence<br><input type="checkbox"/> Forced sterilization/pregnancy/abortion<br><input type="checkbox"/> Sexual and gender-based violence during armed conflict or in post-conflict situations<br><input type="checkbox"/> Sexual and gender-based violence in refugee/ internally displaced persons (IDPs) camps<br><input type="checkbox"/> Sexual and gender-based violence in post-natural disaster settings<br><input type="checkbox"/> Other<br>Specify |
|---|---|--|

- Early/Child marriage
  - Forced marriage
  - Pre-natal sex selection
  - Female Infanticide
  - Female genital mutilation/cutting
  - Dowry-related violence
  - So called 'honour crimes'
  - Maltreatment of widows (e.g. widow 'cleansing')
  - Other (specify)
  - Violence against domestic workers
  - Other
- Specify

\*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 (individuals)** – the women and/or girls who will directly benefit from this project and whose lives are expected to change for the better as a result of this project. Please note the benefits and positive impact on the lives of the women and girls should be objectively verified through evidence by the end or shortly after the end of the project. (You may select a maximum of four categories). Please also enter the approximate number of primary beneficiaries you expect to reach.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Female domestic workers                             | <input type="checkbox"/> Indigenous women/from minority ethnic groups | <input type="checkbox"/> Women/girl victims of sexual exploitation |
| <input type="checkbox"/> Female migrant workers                              | <input type="checkbox"/> Lesbian, bisexual, transgender               | <input type="checkbox"/> Women in detention                        |
| <input type="checkbox"/> Female political activists/human rights defenders   | <input type="checkbox"/> Women/girl victims of trafficking            | <input type="checkbox"/> Other                                     |
| <input type="checkbox"/> Female sex workers                                  | <input type="checkbox"/> Women/girls with disabilities                | Specify  |
| <input type="checkbox"/> Female refugees/Internally displaced/asylum seekers | <input type="checkbox"/> Women/girls living with HIV and AIDS         |  |
|  | <input type="checkbox"/> Women and girls forced in prostitution       |  |

**Main characteristics of Primary Beneficiaries**

- |   |  |  |
|---|--|--|
| <u>Age (select all that apply)</u>                    | <u>Target group (select only one)</u>                            | <u>Setting (select all that apply)</u>         |
| <input type="checkbox"/> Girls (0-9)                  | <input type="checkbox"/> Women and/or girls in general           | <input type="checkbox"/> Urban                 |
| <input type="checkbox"/> Adolescents (10-19)          | <input type="checkbox"/> Women and/or girl survivors of violence | <input type="checkbox"/> Rural                 |
| <input type="checkbox"/> Young women (20-24)          | <input type="checkbox"/> Both of the above                       | <input type="checkbox"/> Informal (e.g. slums) |
| <input type="checkbox"/> Adult Women                  |  |  |
| <input type="checkbox"/> Elderly women (60 and above) |  |  |

Estimated total number of Primary Beneficiaries:

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

**E. Secondary beneficiaries** – those individuals the project will work with in order to change the lives of the primary beneficiaries. For example, those who act as change agents, enablers or service providers in order to achieve the project outcomes. These could be women, girls, men or boys. (You may select a maximum of four categories). Please also enter the approximate number of secondary beneficiaries you expect to reach through this initiative.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Members of civil society organizations (including NGOs) | <input type="checkbox"/> Government officials (i.e. decision makers, policy implementers) | <input type="checkbox"/> Private sector employers  |
| <input type="checkbox"/> Members of community-based groups                       | <input type="checkbox"/> Health professionals   | <input type="checkbox"/> Social/welfare workers  |
| <input type="checkbox"/> Educational professionals (i.e. teachers, educators)    | <input type="checkbox"/> Journalists/Media  | <input type="checkbox"/> Uniformed personnel (i.e. police, military, peace-keeping officers) |
| <input type="checkbox"/> Members of faith-based organizations                    | <input type="checkbox"/> Legal officers (i.e. lawyers, prosecutors, judges)               | <input type="checkbox"/> Other   |
| <input type="checkbox"/> Members of the general public/community at large        | <input type="checkbox"/> Men and/or boys  | Specify  |
|  | <input type="checkbox"/> Parliamentarians   |  |

Estimated total number of Secondary Beneficiaries:

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

Please count individuals - NOT organizations - that will benefit from the project, by the end of the project.

**F. UN Trust Fund Strategic Results Areas: Please select up to FOUR (and at least one) results areas that best represent the key results the project aims to achieve:**

<p><b>1. Improved access for women and girls to essential, safe and adequate multi-sectoral services to end VAW/G</b></p> <p><input type="checkbox"/> <b>Service providers</b> (health, social, legal, police) are better able to <b>provide safe and adequate response and care</b> for VAW/G survivors</p> <p><input type="checkbox"/> <b>Service providers</b> (health, social, legal, police) are better able to <b>identify and refer VAW/G survivors or those at risk</b> to appropriate support and care</p> <p><input type="checkbox"/> <b>Specialist support services are set up</b> or improved to help women and girl survivors and those at risk</p> <p><input type="checkbox"/> <b>Multi-sectoral services and/or systems are set up</b> to improve provision of services to women and girl survivors or those at risk</p> <p><input type="checkbox"/> Women and girl survivors or those at risk are able to access services through <b>improved ease of accessibility</b> (e.g. number, geographic distance, facilities for differentiated needs, knowledge of services)</p> <p><input type="checkbox"/> Cases of violence against women and girls are more effectively and/or often <b>reported, investigated and/or prosecuted</b></p>	<p><b>2. Improved prevention of VAW/G through changes in behaviour, practices and attitudes</b></p> <p><input type="checkbox"/> <b>Education institutions (school, university etc.) improve practices</b>, the curriculum, policies or services to prevent and/or address VAW/G</p> <p><input type="checkbox"/> <b>Community, youth and other groups mobilize people</b> to change behaviour, attitudes and practices with regard to women’s and girls’ legal/human rights and take action to prevent VAW/G</p> <p><input type="checkbox"/> <b>Individuals have improved attitudes and behaviours</b> with regard to women’s and girls’ legal/human rights and take action to prevent VAW/G</p> <p><input type="checkbox"/> <b>Community leaders and/or key decision makers and authorities advocate for changes</b> in behaviours, attitudes or practices and take action to prevent and end VAW/G</p> <p><input type="checkbox"/> <b>Practitioners and/or advocates of harmful practices</b> (e.g. FGM, early forced marriage) <b>have changed attitudes and behaviours</b> in order to end the practice</p> <p><input type="checkbox"/> <b>Women and girls have improved confidence</b> and/or are equipped with knowledge to report unwanted sexual activity and/or violence</p>	<p><b>3. Increased effectiveness of legislation, policies, national action plans and accountability systems to prevent and end VAW/G</b></p> <p><input type="checkbox"/> <b>Institutions responsible for addressing VAW/G improve effectiveness to prevent and respond to VAW/G</b> (e.g. through improving capacity, resources, efficiency or coordination etc).</p> <p><input type="checkbox"/> <b>Laws, policies, protocols, budgets and/or national action plans on VAW/G are developed and/or improved</b> to more effectively prevent and respond to VAW/G</p> <p><input type="checkbox"/> <b>Policy makers, Government officials and/or decision makers and are equipped and have the capacity</b> to improve institutional response and prevention of VAW/G</p> <p><input type="checkbox"/> <b>Accountability systems and/or mechanisms are set up or improved</b> to effectively respond, engage and be accountable to women and girls, key stakeholders and the public in the institutional response to VAW/G</p> <p><input type="checkbox"/> <b>Evidence and data on VAW/G is effectively generated and used</b> to influence and inform the institutional response to VAW/G</p> <p><input type="checkbox"/> <b>New or improved systems, protocols and/or databases are created</b> to collect, record, analyse and/or refer cases of VAW/G appropriately and securely</p>
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**G. Alignment with the UN Trust Fund’s Strategic Plan and Outcome Areas:**

Please select only ONE of the three outcome areas below that best represents the PRIMARY focus and overall goal of the project proposed:

Outcome 1. Improved access for women and girls to essential, safe and adequate multi-sectoral services to end VAW/G

Outcome 2. Improved prevention of VAW/G through changes in behaviour, practices and attitudes

Outcome 3. Increased effectiveness of legislation, policies, national action plans and accountability systems to prevent and end VAW/G

**If you selected Outcome 3 (increasing effectiveness of legislation, etc.) please describe the specific 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 300 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\*** --/--/----  
 (day/month/year):

**Project End date:** --/--/----  
 (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 01 February 2017 (01/02/2017)

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

\*\*Matching funds/financial contributions are required for government applicants. Other 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 type of project intervention:**

Advocacy and/or awareness-raising campaigns:

Research, evidence gathering and/or data collection :

Other (all other budget allocations):

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

Please pay close attention to the guidance and rules on applying for funding in each of these areas noted in the Call for Proposals document. While proposals heavily focusing on advocacy/awareness raising or research/data collection are NOT automatically excluded at concept note stage, these areas of work must be clearly justified below.

**J. The UN Trust Fund invites proposals in the following areas. Please indicate the category your application falls under: (select one)**

This proposal will contribute to one or more of the *UN Trust Fund's Strategic Results Areas*:

(a) Improving access for women and girls to essential, safe and adequate multi-sectoral services to end VAW/G;

(b) Improving prevention of VAW/G through changes in behaviour, practices and attitudes; and

(c) Increasing effectiveness of legislation, policies, national action plans and accountability systems to prevent and end VAW/G.

Please also check this box if the project specifically intends to address the intersection of HIV/AIDS and violence against women

This proposal responds to the *special funding window* on addressing violence against women and girls in the context of the current refugee crisis.

**K. Problem Analysis and Project Justification** (maximum 300 words)

Briefly describe the main problem the project aims to address including relevant statistical information on the nature, scope and scale of violence against women and/or girls in the targeted area. Describe why this project is needed: what gaps and/or challenges exist in current national and/or civil society efforts to tackle the problem that justify the need for the intervention?

**L. Project Results** (maximum 300 words)

Briefly describe the intended results in terms of the most significant change expected in the lives of women and girls by the end of the project period (two to three years). Also describe the positive changes in individual, community or institutional behaviours, policies or practices that will address and/or prevent violence against women and girls as a result of the project.

**M. Project Strategies and Theory of Change** (maximum 500 words)

Briefly describe how the project will achieve the expected results outlined above. Describe the project strategies and methodologies for influencing change and explain why these are expected to lead to the results proposed.

**N. Project Principles and Approach** (maximum 500 words)

Describe how you will apply a human-rights based approach to project design and implementation. How will the organization ensure that the rights of women and girls will be respected and ensure the safety of beneficiaries and partners involved in the project?

**O. Project Sustainability** (maximum 500 words)

How will project design and implementation ensure that results continue to have a lasting impact on the lives of women and girls after the project ends?

**P. Evidence:** How do you know that the proposed project is likely to work and achieve the expected results? Please select one category below, which best represents the evidence or rationale for the proposed project methodology:

**There is documented evidence (in the form of a published, reputable evaluation or research paper) that the proposed project methodology is likely to work in this or similar context** (maximum 300 words)

Please describe the evidence and provide references and links to the publications.

**There is some (but limited) documented evidence, that the proposed project methodology is likely to work but this is a promising approach based on evidence from other contexts** (maximum 300 words)

Please describe the evidence and provide references and links if possible. Describe why the organization believes this project approach will work (and/or can be replicated, scaled-up) in this context while managing the risks of limited evidence.

**There is no documented evidence, but this proposal is a unique opportunity to test a new approach or work in a new context or difficult environment** (maximum 300 words)

Please describe why there is no documented evidence (this can include limited capacity of local organizations to conduct research) and why this project is still a worthwhile investment for the UN Trust Fund.

**Q. Partnership and Stakeholder Strategy** (maximum 400 words)

Please describe any partners and stakeholders you need to work/engage with to achieve project results. What is your strategy for ensuring that partnerships operate well, that stakeholders are engaged and supportive and that beneficiaries are consulted?

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## IV. Organizational capacity

**A. Technical expertise and experience in the field of ending violence against women and girls** (maximum 300 words)

Provide details of your organizational capacity and technical expertise in the field of ending violence against women and girls. Please provide at least one major achievement to which the organization contributed to the field in the last 10 years. If you do not have expertise in the field, please explain how your organization is suitable to manage the project proposed and how you will resource and secure the necessary expertise.

**B. Organizational capacity in project and financial management** (maximum 300 words)

Provide details of the number of staff with expertise in: (1) project management; (2) data collection, monitoring and evaluation; and (3) financial management and accounting. How will you ensure these functions meet the quality standards expected in managing UN Trust Fund grants?

For international NGOs, large organizations and Governments applying for funds, please also provide details of: (1) whether or not you have a dedicated team, unit or section dedicated to ending violence against women and girls and/or gender equality; and (2) the estimated number (and ratio) of full-term staff dedicated to ending violence against women and/or gender equality projects .

## V. Project Budget

Please see Annex 2\_2016 Concept Note Budget.

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## VI. Required Attachments

Please note that you can only upload files of 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. Audit Reports

**For civil society applicants:** Please attach the certified financial audit reports for the previous three fiscal years – including 2012, 2013, 2014 (and 2015 if available).

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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.).