**PARTNERSHIP PROPOSAL & PROJECT INFORMATION FORM**

**(CI/FOE/GlobalMediaDefenceFund2020/01)**

Before you start filling this form, you must make sure that you have read and understood the Call for Partnerships N°1.

Please email all filled forms[[1]](#footnote-1) and supporting documents (see “Supporting Documents” below) to: [gmdf@unesco.org](mailto:gmdf@unesco.org). You may find the Call for Partnerships and the required forms at: <https://www.ungm.org/Public/Notice/106231>. A basic template of the Implementation Partners’ Agreement mentioned in the Call for Partnerships has been included for your reference only.

Only one proposal per entity is allowed. Once the application is complete and submitted, revised versions of the proposal and/or its supporting documents will not be allowed.

----------------------------------------------------------------------------------------------------------------

**Output covered by the Partnership Proposal**

Select the Output(s) that will be covered by your partnership proposal:

  Output 2: ***Reinforcing*** *the operationalization of national protection mechanisms and peer support networks, including by supporting governments and other institutions to develop national frameworks, action plans and legislation relevant to the safety of journalists and the issue of impunity, to ensure journalists’ rapid access to legal assistance, bolster their defense and enhance their safety.*

  Output 3: ***Supporting*** *investigative journalism that contributes to reduced impunity for crimes against journalists, and enhancing the safety of those conducting this line of work.*

 Output 4: ***Enhancing*** *structures for fostering strategic litigation in order to protect environments where the legal frameworks are conducive to an independent, free and plural media ecosystem.*

1. Applicant Details

|  |  |
| --- | --- |
| **Name of the Applicant**  *Insert the full legal name of the entity* | Click or tap here to enter text. |
| **Contact Details**  *Indicate the name, position and contact information of the project’s focal point* | Click or tap here to enter text. |

2. Project Information

|  |  |
| --- | --- |
| **Title/Name of the Project** | Click or tap here to enter text. |
| **Geographic Scope / Benefitting Country, Countries, or (Sub) Region** | Click or tap here to enter text. |
| **Proposed Start and Completion Dates** *(18 months maximum)*. | Click or tap here to enter text. |
| **Total Funding Requested (in USD)**  *State the amount of funding requested.* | Click or tap here to enter text. |
| **Total Budget (in USD)**  *State the overall budget of the project including applicant’s contribution (in-kind or financial).* | Click or tap here to enter text. |
| **Overall Objectives of the Project**  *Clearly list and number the objectives of your proposed project, and specify which indicators would clearly indicate that these overall objectives have been attained (300 words max.)* | Click or tap here to enter text. |
| **Specific Objectives of the Project**  *Indicate which specific objective(s) the project should achieve as a contribution to the selected Output(s), and specify which indicators would clearly indicate that the objective of the action(s) is achieved (300 words max.)* | Click or tap here to enter text. |
| **Relevance of the Project**  *Indicate how your project will advance the selected Output(s), and what is the added value of the project proposal (300 words max.)* | Click or tap here to enter text. |
| **Beneficiaries / Target group(s)**  *(100 words max.)* | Click or tap here to enter text. |
| **Immediate Outcome(s)**  *Describe the expected outcomes/outputs of the project (300 words max.)* | Click or tap here to enter text. |
| **Expected Results**  *The results are the achievements that will make it possible to obtain the specific objective(s). Describe the expected results, as well as which indicators would help verify whether the action(s) achieve the expected results (300 words max.)* | Click or tap here to enter text. |
| **Impact**  *Indicate how the project will contribute to a long-term change (impact) (200 words max.)* |  |
| **Main Activities and Outputs**  *What are the key activities to be implemented, and in what order, to produce the expected results? What are the means required to implement these activities? (300 words max.)* | Click or tap here to enter text. |
| **Implementation Strategy**  *Describe the project’s implementation plan and timeline (300 words max.)* | Click or tap here to enter text. |
| **Project Personnel**  *Indicate the number of personnel that will be involved in the implementation of the project, as well as their tasks. Also state whether you will resort to in-house expertise or if a recruitment process will be required (200 words max.)* |  |
| **Sustainability Plan**  *Describe how the project could be sustainable (200 words max.)* | Click or tap here to enter text. |
| **Language(s)**  *Please specify the language(s) the project will be carried out in (English or French)* | Click or tap here to enter text. |
| **Comments (Optional)**  *(200 words max.)* | Click or tap here to enter text. |

3. Strategic Analysis of the Context for Implementation

*Provide background information to describe the context for the implementation of the project (the identified Strengths/ Weakness/ Opportunities/ Threats)*

|  |  |
| --- | --- |
| **Strengths**  Click or tap here to enter text. | **Weaknesses**  Click or tap here to enter text. |
| **Opportunities**  Click or tap here to enter text. | **Threats**  Click or tap here to enter text. |

4. Gender Equality

*How is gender equality addressed by the project? Does this project contemplate a gender responsive or gender transformative approach? Will this project contribute to enhancing the safety of women journalists?* – *(200 words max.)*

|  |
| --- |
| Click or tap here to enter text. |

5. Budget Template

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Item Description** |  | **Total Project Costs** | | | | |  | **Partner’s Contribution**  **(USD$)** | **GMDF Contribution (USD$)** |
|  | **Duration** (months / days) | **Unit of Measurement** (month/person, lump sum, etc.) | **Number of Units** | **Unit Cost (USD$)** | **Percentage Time Worked for Project** | **Total Budget for this Line** |  |
| **Personnel Costs** | | | | | | |  |  |  |
| Ex. Senior Team Leader |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal Personnel Costs** |  |  |  |  |  |  |  |  |  |
| **Activity N°1 Costs** | | | | | | |  |  |  |
| Ex. Legal representation of journalists |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal Activity N°1 Costs** |  |  |  |  |  |  |  |  |  |
| **Activity N°2 Costs** | | | | | | |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal Activity N°2 Costs** |  |  |  |  |  |  |  |  |  |
| **Activity N°3 Costs** | | | | | | |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal Activity N°3 Costs** |  |  |  |  |  |  |  |  |  |
| **Communication and Visibility Costs** | | | | | | |  |  |  |
| Ex.Project Brochure |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal C&V Costs** |  |  |  |  |  |  |  |  |  |
| **Other Expenses** | | | | | | |  |  |  |
| Ex. Contribution to office costs |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Subtotal Other Expenses** |  |  |  |  |  |  |  |  |  |
| **TOTAL COSTS** |  |  |  |  |  |  |  |  |  |

Notes:

* Cost breakdown must be deemed reasonable and fair in comparison to prevailing (local) market trends, and represent value for money.
* The (part of the) budget financed by the GMDF should only include financial provisions for activities that are directly relevant to the achievement of the GMDF outputs covered by the Partnership Proposal, in the terms stated on the Implementation Partners Agreement.
* Selected implementation partners must be able to provide added value in terms of financial or in-kind contribution. This contribution must be indicated on the budget template above (“Partner’s Contribution (USD$)”).
* The amount requested in the proposal should be commensurate with the entity’s proven administrative and financial management capabilities. If selected, UNESCO retains the right to negotiate the budget with the partner, prior to signing the Implementation Partners Agreement, to ensure value for money.
* The nature and breakdown of selected implementation partners’ contribution must be confirmed, at the latest, during the elaboration of the work plan that will be included in the Implementation Partners Agreement.

6. Project Monitoring

|  |  |
| --- | --- |
| **How will the implementation of the project be monitored?** *Indicate which means will be used for monitoring and who will be responsible for monitoring the project**(200 words max.)* | Click or tap here to enter text. |
| **What performance indicators will be used to measure the project’s performance?** *(200 words max.)* | Click or tap here to enter text. |

7. Project Evaluation

|  |  |
| --- | --- |
| **Is an evaluation foreseen for this project? Is it going to be part of a broader evaluation?** *(150 words max.)* | Click or tap here to enter text. |
| **If yes, when and how will the evaluation take place?** *(150 words max.)* | Click or tap here to enter text. |
| **If no, is there another way to gather feedback from the project’s beneficiaries?** *(150 words max.)* | Click or tap here to enter text. |

8. Communication Strategy

*The estimated budget of the project must allocate at least five percent of the total budget to communication and visibility actions. Please outline the project’s communication plan (500 words max.)*

Objectives: Click or tap here to enter text.

Target audience(s): Click or tap here to enter text.

Key messages: Click or tap here to enter text.

Delivery methods: Click or tap here to enter text.

9. Supporting Documents

In addition to the filled Partnership Proposal & Project Information Form, please submit the following documents:

UNESCO Partner Identification Form (duly filled in, with supporting documents)

Certificate of legal status

Curriculum Vitae (CV) of key personnel that is/will be assigned to support the implementation of the proposed project

Report of the entity’s annual activities

Financial statements and balance sheets for the past two years (audited, if applicable)

Proposals that omit the supporting documents without any explanation will be considered ineligible. If you are unable to supply any of the above-listed supporting documents, please explain the reason(s) below:

Click or tap here to enter text.

²

10. Declaration

I certify that the information contained in this application is correct and confirm that, if this funding application is successful, the project will be carried out as described in the application.

I certify that I have the capacity to sign for the entity identified below.

Name Position/Title

Click or tap here to enter text. Click or tap here to enter text.

Entity Date

Click or tap here to enter text. Click or tap here to enter text.

Signature:

1. In order to apply, make sure to fill out and send the following forms: 1) Partnership Proposal & Project Information Form; and 2) UNESCO Partner Identification Form (Annex 2). These forms must be accompanied by the supporting documents mentioned at the end of this Form (page 7). [↑](#footnote-ref-1)