**PROJECT PROPOSAL APPLICATION FORM**

**(UN Voluntary Trust Fund for Victims of Human Trafficking 2021 Edition)**

**CHECKLIST**

***Please make sure your application includes each item specified in the below checklist.***

(click the boxes below to mark)

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| --- | --- | --- |
|  | YES | NO |
| Project proposal (Word Format) |  |  |
| Project budget (Excel Format) |  |  |
| Registration certificate |  |  |
| Audited organisational financial statements for the last fiscal year. In the absence of audited statements, other official documents, signed by an authorised representative and demonstrating annual income will be accepted |  |  |
| For proposals involving partner contributions only:   * evidence of secure funding |  |  |
| Signed declaration |  |  |

**Project Proposal**

1. **CAPACITY OF THE ORGANISATION**

**1.1 Applicant details**

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| **Name of APPLICANT** | Click or tap here to enter text. |
| **Address of APPLICANT** | Country: Click or tap here to enter text. |
| City: Click or tap here to enter text. |
| Street: Click or tap here to enter text. |
| House no.: Click or tap here to enter text. |
| **Type of institution**  (click the boxes to mark) | Non-governmental organization (NGO) |
| Community-based organization (CBO) |
| Others.  Please specify: Click or tap here to enter text. |
| **Date of registration** | Click or tap to enter a date. |
| **Place of registration** | Country: Click or tap here to enter text. |
| City: Click or tap here to enter text. |
| **Website** | Click or tap here to enter text. |
| **Headquarters location** | Country: Click or tap here to enter text. |
| City: Click or tap here to enter text. |
| **Primary contact person** | First name: Click or tap here to enter text.  Last name: Click or tap here to enter text. |
| Email: Click or tap here to enter text. |
| Phone no.: Click or tap here to enter text. |
| **Authorized project manager/director**  **Name, email, phone number** | First name: Click or tap here to enter text.  Last name: Click or tap here to enter text. |
| Email: Click or tap here to enter text. |
| Phone no.: Click or tap here to enter text. |

* 1. **Prior experience in implementing similar activities**

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| **Number of years** implementing activities in the area of direct assistance to victims of trafficking in persons in line with the [Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, supplementing the United Nations Convention against Transnational Organized Crime](https://www.unodc.org/unodc/en/organized-crime/intro/UNTOC.html) | Click or tap here to enter text. |

*Please provide a description of up to three recent projects through which the applicant has provided direct assistance to victims of trafficking in persons*

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| **Project 1** | |
| Name of the project | Click or tap here to enter text. |
| Description of the project | Click or tap here to enter text. |
| Name of donor | Click or tap here to enter text. |
| Location | City: Click or tap here to enter text.  Country Click or tap here to enter text. |
| Beginning and end dates of the project month/year | Beginning date: Click or tap to enter a date.  End date: Click or tap to enter a date. |
| Total cost | Click or tap here to enter text. |
| Number of staff involved | Click or tap here to enter text. |
| Results | Click or tap here to enter text. |

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| **Project 2** | |
| Name of the project | Click or tap here to enter text. |
| Description of the project | Click or tap here to enter text. |
| Name of donor | Click or tap here to enter text. |
| Location | City: Click or tap here to enter text.  Country Click or tap here to enter text. |
| Duration Beginning and end dates of the project month/year | Beginning date: Click or tap to enter a date.  End date: Click or tap to enter a date. |
| Total cost | Click or tap here to enter text. |
| Number of staff involved | Click or tap here to enter text. |
| Results | Click or tap here to enter text. |

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| **Project 3** | |
| Name of the project | Click or tap here to enter text. |
| Description of the project | Click or tap here to enter text. |
| Name of donor | Click or tap here to enter text. |
| Location | City: Click or tap here to enter text.  Country Click or tap here to enter text. |
| Duration (Beginning and end dates of the project month/year) | Beginning date: Click or tap to enter a date.  End date: Click or tap to enter a date. |
| Total cost | Click or tap here to enter text. |
| Number of staff involved | Click or tap here to enter text. |
| Results | Click or tap here to enter text. |

1. **APPROACH**

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| **Project title** | Click or tap here to enter text. |
| **Grant amount requested from UNODC in USD (maximum USD 60,000)** | Click or tap here to enter text. |
| **Location of the project** | City: Click or tap here to enter text.  Country:Click or tap here to enter text. |
| **Project dates** | Beginning date: Click or tap to enter a date.  End date: Click or tap to enter a date. |

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| **2.1 Project summary** |
| Please describe the proposed project, and the way in which it responds to the objectives (see Call for Proposals 1.2) and thematic focus (see Call for Proposals 1.3) of this grants programme |
| Click or tap here to enter text. |
| Please click the boxes to select which forms of exploitation will be targeted (see Call for Proposals 1.3) |
| Sexual exploitation  Forced labour  Organ removal  Forced begging  Forced criminal activity  Forced marriage  Production of pornographic material  Recruitment of children into armed groups  Others. Please specify: Click or tap here to enter text. |

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| **2.2 Context Analysis/problem description** |
| In 200 words or less, please describe and analyse the human trafficking situation in the target region including problem conditions which the project aims to influence positively; provide information on how the differing needs of women and men have been identified |
| Click or tap here to enter text. |

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| **2.3 Specific objective(s) of the project** |
| Please define objectives that are specific, measurable, achievable, relevant and time-bound |
| Click or tap here to enter text. |

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| **2.4 Methodology** |
| Please describe the project methodology; and specifically which of the priority indicative activities (see Call for Proposals 1.3) will be utilised |
| Click or tap here to enter text. |

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| **2.5 Beneficiaries** | |
| Please provide information on the targeted direct beneficiaries | |
| Click or tap here to enter text. | |
| Estimated number of young women and girl victims vulnerable to trafficking in persons directly supported (under 18 years of age) | Click or tap here to enter text. |
| Estimated number of adult women victims vulnerable to trafficking in persons directly supported (over 18 years of age) | Click or tap here to enter text. |
| Estimated number of young men and boy victims vulnerable to trafficking in persons directly supported (under 18 years of age) | Click or tap here to enter text. |
| Estimated number of adult men victims vulnerable to trafficking in persons directly supported (over 18 years of age) | Click or tap here to enter text. |
| Estimated total number of victims vulnerable to trafficking in persons directly supported | Click or tap here to enter text. |

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| **2.6 Staff involved in the project** |
| Please provide information on the number of staff involved in the project activities and describe their roles and responsibilities. |
| Click or tap here to enter text. |

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| **2.7 Monitoring and evaluation plan** |
| Please describe the proposed monitoring and evaluation plan for the project |
| Click or tap here to enter text. |

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| **2.8 Risks and mitigation measures** |
| Please identify the main risks for project implementation and describe the measures put in place to mitigate them |
| Click or tap here to enter text. |

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| **2.9 Role key stakeholders** |
| Please describe how the applicant will work in partnership with other entities, including governments and other public authorities |
| Click or tap here to enter text. |

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| **2.10 Expected results of the project** |
| Please explain what the expected results of the proposed project will be (in the context of the Specific Objectives mentioned at 2.3 above) on the situation of end-beneficiaries; provide information on how the differing needs of women and men have been addressed |
| Click or tap here to enter text. |

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| **2.11 FOR PREVIOUS UNVTF GRANTEES ONLY: Differences from previous funded project.** |
| Please explain the differences between the proposed project and the previous project. At a minimum, it is expected that the proposal will include new activities, target group(s) and/or location(s) |
| Click or tap here to enter text. |

1. **Workplan**

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| **Expected results** | **Main Planned activities** | **Implementation period**  (please click the boxes to mart the implementation period of each activity) | | | | | | | |
| **Year 1** | | | | **Year 2** | | | |
| **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** |
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