

Preview of DAPC Grants 2023 Concept Note Application Form

The UNODC DAPC Grants Programme 2023 Call for Proposals seeks to provide funding support to not-for-profit organisations (civil society organizations including NGOs and CBOs) working in the area of substance use prevention, whose projects are aimed at implementing evidence-based substance use prevention programmes for and with youth. For more details, please read the Call for Proposals, available at <https://www.unodc.org/unodc/en/prevention/youth-initiative/dapc-grant.html>

The information below is meant to serve as a preview of the questions applicant will be requested to fill out during the application process.

1. Applicant Details

- Name of applicant
- Name of the representative
- Address of applicant
- Country
- Type of organisation
- Date of registration
- Number of years of registration under the relevant Laws of the country where the organisation is registered
- Place of registration (City, Country)
- Website
- Primary contact person – Name, Title
- Primary contact person – Telephone number
- Primary contact person – Email
- Has the organization previously benefitted from the DAPC grant programme?

2. Project Overview

- Project title
- Grant amount requested from UNODC in US Dollars
- Do you have a bank account that's capable of receiving international deposit?
- Location of the project
- Planned project implementation period
- Primary focus of project activities
- Project Summary
 - Please describe the current situation and identified problems, and clearly articulate the specific objectives of the project. (Maximum 5,000 characters)
 - Briefly describe the proposed activities, and explain how they align with the objectives and expected outcomes of the project. (Maximum 5,000 characters)
 - Please indicate which type(s) of evidence-based prevention intervention(s) and/or policies this project will utilize. (Maximum 5,000 characters)
 - Please explain how the project will target youth as beneficiaries and how they will be actively engaged in the development and implementation processes. (Maximum 5,000 characters)
- Activities to be implemented: Please provide information on 3-5 main activities to be implemented during the project, and their expected outcomes. (Maximum 3,000 characters for each activity)

3. Capacity of the Organisation

- Number of years implementing activities in the area of substance use prevention and youth empowerment
- Please describe your experience of implementing activities in the area of both substance use prevention and youth empowerment. (Maximum 3,000 characters)
- Please provide a description 3 recent projects through which the applicant has had experience in the area of substance use prevention and youth empowerment, which was funded by international organisations, government donors, or other types of donors. For each project, please provide the below:
 - Name of the project
 - Description of the project (include main activities, maximum 1,000 characters)
 - Name of donor
 - Project location
 - Project duration
 - Total cost (in US Dollars)
 - Number of staff involved
 - Outcome of the project (maximum 1,000 characters)

4. Preliminary workplan, budget, and written statement

- Preliminary workplan: Please complete the template provided, and upload as a Word document, and save the file name as 'Country_OrganisationName_Workplan'.
- Preliminary budget: Please complete the template provided, and upload as an Excel spreadsheet, and save the file name as 'Country_OrganisationName_Budget'.
- Written statement: If the applicant has previously benefitted from a DAPC grant, a written statement must be submitted which explains the justified difference between the proposed and previous project. Please save the file (either in word document or PDF) name as 'Country_OrganisationName_WrittenStatement'.

5. Self-assessment of eligibility

- Please conduct a self-assessment of the eligibility of the applicant and project with the checklist provided in the form. By submitting the self-assessment, the applicant is declaring and confirming that their response is true and accurate, and is able to provide proof if asked to do so.

<Applicant>

- The applicant is a non-profit making organisation (CSOs including NGOs, CBOs) from a low- or middle-income country, registered for not less than five (5) years under the relevant Laws of the country where it is registered.
- The applicant is directly responsible for the preparation and management of the project, i.e. not acting as an intermediary.
- The applicant has prior experience of at least five (5) years implementing activities in the area of substance use prevention and youth empowerment.
- The requested grant amount is less than the organization's annual income from the previous year.
 - Please enter the organisation's annual income from previous year in USD
- The applicant has a bank account capable of receiving international deposit.
- The applicant submitted all application forms and documents in English and electronically.

<Project Proposal>

- The project proposal does NOT promote non-medical or non-scientific use of controlled substances.

- The project proposal does NOT include harm reduction activities preventing only the consequences of substance use.
- The project proposal does NOT implement only one-off workshops, conferences and seminars.
- The project proposal does NOT establish databases and information systems.
- The project proposal is NOT concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, congresses and/or for studies or training courses.
- The project proposal does NOT discriminate against individuals or groups of people on grounds of their gender, sexual orientation, religious beliefs, or lack of them, or their ethnic origin.
- The project proposal does NOT provide funding for terrorist activities, and/or are mainly concerned with endorsing political parties or religious activities.

<Project Budget>

- The project budget does NOT cover funding for scholarships, sponsorships and school fees, or cash donations.
- The project budget does NOT cover credit or loan schemes.
- The project budget does NOT cover debts and provisions for losses or debts.
- The project budget does NOT cover interest owed.
- The project budget does NOT cover cash donations.
- The project budget does NOT cover salary top-ups and similar emoluments to government employees.
- The project budget does NOT cover items already financed in another framework.
- The project budget does NOT exclusively or primarily cover expenses for capital expenditure (e.g. land, buildings, equipment, vehicles, etc)
- The project budget does NOT cover currency exchange losses.
- The project budget does NOT cover credit to third parties.