**CONCEPT NOTE FORM**

**Deadline for submission of Concept Notes:**

**22 March 2019**

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| **1. Applicant – general details** | Full name | |  |
| Acronym (if applicable) | |  |
| Country of registration | |  |
| Legal status | |  |
| Address | |  |
| Website and/or facebook page (if applicable) | |  |
| Contact person | Name |  |
| Tel |  |
| Email |  |

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| --- | --- | --- |
| **2. Applicant – managerial capacities** | Annual turnover / Budget |  |
| Governance structure  *Please briefly describe the structure of the organization, roles and responsibilities of the key staff that will be involved in project implementation.* |  |
| Number of staff working in the organization |  |

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| --- | --- |
| **3. Priority (priorities) addressed (select one or more priorities areas):** | * provision of direct services for women who use drugs focusing on reducing drug related harm, improving sexual and reproductive health and rights; * empowerment and mobilization of women who use drugs community; * advocacy and fulfillment of human rights of women who use drugs; |

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| **4. Requested budget**  *(maximum 13 000 EURO)* |  |

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| **5. Duration**  *(maximum by December 31, 2019)* |  |

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| **6. Title, objective and main activities**   * **Title** |
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| * **Objective ( max. 50 words)**   *Describe what the project aims to achieve in terms of its topic and the changes that should take place as a result of the project.* |
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| * **Expected results/outcomes (preferably 1-3 results/outcomes)**   *Give sufficient information so that the results, preferably no more than 3, can be clearly understood.* |
| 1.  2.  3. |
| * **Indicators of achievement**   *For each result, list suggested indicators of achievement, covering BOTH quantitative and qualitative progress.* |
| 1.1.  1.2.  …  2.1.  2.2.  …  3.1.  3.2.  … |
| * **Planned activities**   *Under each result, list the activities proposed with a brief explanation of each activity.* |
| 1.1.  1.2.  …  2.1.  2.2.  …  3.1.  3.2.  … |

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| **8. Relevance (max. 500 words)**  *State which priority the proposal addresses and how it complements other ongoing work of your organization.* |
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