**OFFICE OF THE UNITED NATIONS HIGH COMMISSIONER FOR HUMAN RIGHTS**

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**PROJECT PROPOSAL [[1]](#footnote-1)**

*[N.B.: The orange inscriptions are for information only.*

*They must be deleted or replaced by the correct information.]*

**Title of Project: Title of Project**

**Organisation: Name of the applying organisation**

**Duration: DD/MM/YYYY – DD/MM/YYYY**

**Total amount of the full project: USD xx,xxx.xx**

**Amount requested from OHCHR: USD xx,xxx,xx**

1. ***Background***

Provide background information on:

1. Context and Justification for the Grant
2. Profile of the organization and its experience in providing legal support to migrants (objectives, results, amount, period and donors). Please indicate whether it has received any grants from OHCHR or other donors in the last 5 years.
3. ***Project description***

Describe the nature, scope and method of the project and the indicators that will be developed to measure the success and impact of the project.

1. ***Project objectives***

Explain the issues and list the objectives (must correspond to the section on activities and that on expected results)

1. ***Project activities***

Describe each project activity.

1. **Activity 1**
2. **Activity 2**
3. **Activity 3**
4. **Activity 4**

***5. Beneficiaries (description and estimated number)***

***6. Expected Results***

Describe in 2 paragraphs the expected results.

Summary table (optional):

|  |  |  |
| --- | --- | --- |
| Objectives | Activities | Expected Results |
| 1 | 1.1, 1.2 and 1.3 | 1.1, 1.2 and 1.3 |
| 2 | 2.1 etc. | 2.1 etc. |
| 3 |  |  |
| Etc. |  |  |
|  |  |  |

***7. Staffing***

Describe in 2 paragraphs.

|  |  |  |
| --- | --- | --- |
| **STAFF REQUIRED ONLY FOR THIS PROJECT** | | |
| |  |  |  | | --- | --- | --- | | **Post / Position in the Project** | **Responsibilities / Duties in the position** | **Average Annual Salary from all sources, if applicable** | |  |  |  | |  |  |  | |  |  |  | | | |
| |  |  |  | | --- | --- | --- | | **Post / Position in Project** | **Staff Name** | **Part/Full Time %** | | | |
|  |  |  |
|  |  |  |
|  |  |  |

N.B.: The CV of the staff already recruited must be attached. For those still to be recruited, the CV should be sent to OHCHR before the final report. In this case, indicate "vacant" in the box corresponding to the name of the table above.

***8. Implementation plan – activity calendar:***

The grant is expected to be available from August 2019. The implementation of the project should not exceed 12 months and all end-of-project reports should be completed by the end of 2020. Implementation should therefore begin well before the end of 2019, preferably around August or shortly thereafter.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities** | **Aug. 19** | **Sept. 19** | **Oct. 19** | **Nov. 19** | **Dec. 19** | **Jan. 20** | **Feb. 20** | **Mar. 20** | **April 20** |
| **Activity 1** | **x** | **x** | **x** | **x** | **x** |  |  |  |  |
| **Activity 2** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |
| **Activity 3** |  |  |  |  |  | **x** | **x** | **x** | **x** |
| **Activity 4** |  |  |  |  |  |  |  | **x** | **x** |
| **Activity 5** |  |  |  |  |  |  |  |  |  |
| **Activitys** | **May 20** | **June 20** | **July 20** | **Aug. 20** | **Sept. 20** | **Oct. 20** | **Nov. 20** | **Dec. 20** |  |
| **Activity 1** |  |  |  |  |  |  |  |  |  |
| **Activity 2** | **x** |  |  |  |  |  |  |  |  |
| **Activity 3** | **x** | **x** | **x** | **x** |  |  |  |  |  |
| **Activity 4** | **x** | **x** | **x** | **x** |  |  |  |  |  |
| **Activity 5** |  | **x** | **x** | **x** |  |  |  |  |  |

***9. Risk Assessment:***

Describe in 2 paragraphs.

***10. Added value of the project, including regarding gender diversity.***

Describe in 2 paragraphs.

***11. Sustainability***

Describe in 2 paragraphs

***12. Budget requirements***

The project requires US $ xx,xxx.xx from OHCHR for the successful accomplishment its activities.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Other information:**

**a) Information on other sources of funding for the project**

|  |
| --- |
| **SOURCES OF FUNDING** |
| **A: Information on other sources of funding for the period of the application** | |
| | **Name of Source** | **Type of Source**  **Cash or in-kind from the grantee** | **Period** | **Purpose** | **Foreseen amount/value** | **Status** | **Proposed Amount** | | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | **Total** |  |  |  | **US$** |  | **US$** | |  |
| |  | | --- | | **B: Comments on other sources of funding** | |  |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:**

**Name and Title of the representative of the organisation asking for a grant from OHCHR:**

**Signature:**

1. The project proposal must not exceed 10 pages. However, additional information may be provided as attachment. [↑](#footnote-ref-1)