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| *Initial Project Proposal* | Request number:  (Allocated by the Embassy) |
| Title: | |
| Partner country: | Region/town/locality: |
| Applicant / Partner Institution:  *Name, type, mail and web address of partner institution; name and position of responsible manager, phone, e-mail.* | |
| Development problem:  *Please explain current situation, identify major problems and their root causes (problem tree), urgency and extent. Please also consider cross-cutting issues in the problem analysis (identify major problems and/or opportunities from the perspective of human rights, gender, good governance, and environment and climate, including, if applicable, the Rio Conventions addressing biodiversity, climate change and desertification).* | |
| Context analysis:  *Please list all the relevant government strategies and other documents addressing the problem. Please also describe relevance with regards to Sustainable Development Goals (SDGs).* | |
| Key stakeholders and beneficiaries:  *If possible, provide gender disaggregated data on both the stakeholders and the beneficiaries.*  A) Stakeholders  *Please define stakeholders who have significant influence or importance for the solution of the problem given above. Where relevant, please add the name and position of responsible manager, phone, e-mail.*  B) Beneficiaries  *Please specify target groups (e.g., women, men, girls, boys of different age, education, economic status, and other categories) who shall directly benefit from the intervention, and those who will benefit indirectly.* | |
| Expected objective, outcomes, and possible strategies:  *Please describe the vision of an improved situation (including change of behaviour and attitude if relevant). Please also include key measurable and qualitative outcome indicators (providing baseline and target is not required, only the type of indicators will suffice).* | |
| Expected duration of implementation: | |
| Estimated total financial allocation (EUR): | Expected financial or in-kind contribution of key stakeholders - please specify (EUR): |
| Roles of the applicant/partner organisation(s)/other key stakeholders:  *Please briefly describe the roles and responsibilities of key project stakeholders during project implementation. Please define their expected contribution with regards to ensuring sustainability of the project outputs for beneficiaries.* | |
| Risks and assumptions:  Please describe risks and assumptions, defined as situations, events, conditions or decisions which are instrumental for the success of the project, but largely or completely beyond the control of the project’s management, and outline the individual roles of the key projects stakeholders in securing the listed assumptions and/or mitigating the listed risks. | |
| Complementarity and best practice:  *Please analyse other relevant development interventions executed by the government (or) in co-operation with other donors, complementarity of the requested intervention with activities carried out so far. Please consider compliance with the best practice in the said field of intervention, or potential for leading the way, innovating and establishing best practice.* | |
| References:  *Links to relevant sources of information; enclosures*  *If possible and relevant, please include support letters from relevant state, regional or local institutions, reference letters from partner institutions, or declaration of cooperation/memorandum of understanding with institutions that represent/act as the project beneficiaries.* | |
| Date and signature (applicant institution):  *Place, date, name of authorised person and their signature, stamp.* | Date and signature (support institution): |