

**- Call for proposals 2020 –**

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| **CONCEPT NOTE**  *Describe in the sections below the relevance of your proposal and detail how the project is designed.* ***in a total of******maximum 1500 words*** *(i.e. 3 to 4 pages approximately).* | | | |
| **Proposal Reference:** *Complete with the reference available from the portal.* | | **2020-** | |
| 1. **Context**   *Give the background/context of the project in a concise manner; describe the current situation, the nature of the problem and why it is important to address it.* | | | |
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| 1. **Objectives**   *Explain the objectives of the project and how the above-mentioned issue(s) will be addressed.* | | | |
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| 1. **Relevance to LIFE4BEST**   *Describe shortly the relevance of the project to the national and local objectives, as well as to the priorities of the LIFE4BEST, including the* [*Regional Ecosystem Profile*](https://ec.europa.eu/environment/nature/biodiversity/best/regions/index_en.htm) *and Investment Strategy (when available)* | | | |
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| 1. **Activities**   *Indicate the expected results and the activities proposed. Outline the intervention logic (how the activities will lead to the results and the objective of the project).* | | | |
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| 1. **Timeline, risks and resources**   *Indicate the expected timeline and human resources to be mobilised. Specify the main risks (and assumptions) toward the achievement of your project and how these will be mitigated.* | | | |
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| 1. **Partnerships and stakeholders**   *Describe the key local actors. Who is targeted by the project? What partnership(s) is being set-up for the project? Which organisation(s) has been consulted?* | | | |
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| 1. **Sustainability and added value**   *Indicate how the sustainability of the project will be ensured and how it could be replicated. Describe whether the project includes specific added-value elements and integrate cross-cutting issues (such as gender equality).* | | | |
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| **8. Foreseen distribution of the Grant (in % of the total amount):**  *Detail here the overall foreseen distribution among cost categories.* | **Cost category** | | **Distribution** |
| Human Resources | | % |
| Travel | | % |
| Equipment and supplies | | % |
| Other costs and services | | % |

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| **Environmental and Social Management System (ESMS)  Preliminary Questions**  *Projects supported by LIFE4BEST are screened for environmental and social risks. Please describe how the project will address potential issues regarding ESMS Standards and ESMS Principles by answering the following questions. Please note that if your project is pre-selected for a full proposal, you will be requested to submit a full ESMS questionnaire in addition to answering the preliminary questions below in the case of confirmed risks.* | | |
| 1. Will the project activities be implemented on a territory or area of indigenous peoples? | No | Yes  *Please describe the consultation held with representatives of indigenous communities and share a copy of the report or how you are planning such consultation (max. 300 words):* |
| 2. Will the project activities include enforcement of protected area regulations or include restricting access to resources? | No | Yes  *Please explain whether assessments have been already conducted to understand potential impacts on the livelihoods of local communities and upload a copy. If impacts have been identified, explain how these will be mitigated:* |
| 3. Will the project activities avoid risks of exacerbating existing gender-related inequalities, including gender-based violence, and seize opportunities to address gender gaps or support women empowerment? | No | Yes  *Please explain (300 words max.)*: |
| 4. Will the project activities include any light infrastructure construction or rehabilitation (trails, access roads, towers, visitor centres etc.)? | No | Yes  *Please describe (300 words max.)*: |
| 5. Will the project activities use pesticides, include translocation of species, or undertake forestry activities (for example: forest restoration and plantation, including the use of non-native species)? | No | Yes  *Please provide detailed justification and clarify how the project will manage any risks associated with these activities (300 words max.)*: |

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| **Checklist**  *Please make sure that you have carefully completed all the steps below and submitted all documents together with your proposal.* | |
|  | **Check if complete** |
| **Concept note signed** by an authorised person, including **preliminary questions on Environmental and Social Management System** (ESMS) and supporting documents *(if applicable)*  *Electronic or scanned signature accepted* |  |
| **Lead Applicant: Declaration** duly signed  *Electronic or scanned signature accepted* |  |
| **Lead Applicant: Due Diligence and Financial Capacity Questionnaire**  *Including relevant supporting documents* |  |
| **Co-applicant(s)** *(if applicable)***: Mandate(s)**  *Electronic or scanned signature accepted* |  |
| **Co-applicant(s)** *(if applicable)***: Due Diligence and Financial Capacity Questionnaire(s)** *(if applicable)*  *Including relevant supporting documents* |  |
| **CV of the project leader** |  |
| **Lead Applicant: Financial Identification Form** *(if applicable)*  *if the Lead Applicant is eligible and applying to the Project Preparatory Grant* |  |

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| Name of the authorised representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Function: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   (Organisation Stamp) |