



UNICEF Standard Proposal Guidelines for Partners

Total length should not exceed 8 pages

1.0 Project Details

Partner Name	
Project Name	
Project Location	
Duration of Project	
Expected Start Date	
Total UNICEF Contribution Requested	

2.0 Context

(1/2 page)

This section should describe the general context in which the project will be taking place. It should make relevant comments on the cultural, social, political, geographical and, economic features of the situation, especially in ways in which they differ from the national or regional context

3.0 Description of Problem

(2 paragraphs)

Having described the general context in the section above, this section now focuses on a brief description and analysis of the particular development need or problem that the project seeks to address. This should not be a description of the project, but a description of the actual problem or need that is having a negative effect on people's lives. Include a description fo the means used to verify the actual need/problem and the reliability of this data. For example, was a needs assessment, survey or study carried out.

4.0 How the Project will Address the Problem

(2 paragraphs)

Having described both the general context and the particular problem or need to be addressed, this section now describes the nature of the planned intervention. It should explain why, of the different approaches that might be taken in addressing this particular

issue or need, this approach has been chosen. [This may relate to the agency's area of technical expertise, its philosophy on development, its analysis of the level of effectiveness of various types of interventions, etc.]

5.0 Project Description

5.1 Project Objective

1. List Objectives

5.2 Activities and Outputs

Activity	Planned Output (including # of beneficiaries)	Timeframe	Partners
1.			
2.			
3.			
4.			
5.			
6.			
7.			

5.3 Total Number of Beneficiaries

6.0 Monitoring and Evaluation Plan

The monitoring and evaluation of this activity will include various components:

7.0 Assumptions and Risks

Describe any foreseen internal or external factors that may negatively affect the successful implementation of this project

If a curfew is imposed on one of the targeted areas, then we might run the risk of delaying / postponing the training activities

8.0 Sustainability

Describe community/other mechanisms in place to continue work in this sector after this specific project ends. This may include how the impact/experience of this project will be used by partners in implementing new or upcoming projects or strategies

9.0 Financial Information