

STANDARD APPLICATION FORM

Instructions: please complete this concept document – the concept should provide a clear description of your project idea. The concept should be 5 pages long at max (including this page).

1.	CONCEPT TITLE	
2.	SHORT DESCRIPTION	
2.	REGION	
3.	COUNTRY	
4.	APPLICANT	Name of Institution/Reference
5.	Co-APPLICANT	Name of Institution/s- Team Reference
6.	PRIORITY AREA TARGETED	
7.	SUSTAINABLE DEVELOPMENT GOALS	
8.	OECD-DAC SECTOR	
9.	5. FORESEEN DURATION (MONTHS)	
10.	6. FORESEEN GRANT AMOUNT REQUESTED (EUR or Local currency)	
11.	ERFAN PILLAR OBJECTIVES TO WHICH THE PROJECT AND ACTIVITIES WILL CONTRIBUTE TO (SELECT ALL THAT APPLY)	<input type="checkbox"/> Improving diagnostic capacities through networking activities <input type="checkbox"/> Capacity building through training and technology transfer <input type="checkbox"/> Capacity building through research programs <input type="checkbox"/> Establishing a supportive Institutional framework for surveying major zoonotic diseases in Africa

1. Context

Please provide some contextual information about the targeted priority area and the stakeholder groups interacting with it.

2. Rationale for the proposed project.

Please explain why this project is needed – reference the assessment results and identified priorities, and explain how the identified priorities will be address through the project. Please also explain how this solution will contribute to solving the problem. Your solution must be clear, concise and sustainable.

3. Project goal

Please describe your project overall goal (general objective) in one short paragraph

4. Project objectives, activities and expected results

Please describe the specific objectives. For each objective, list a series of key activities that will be implemented. For each activity, associate a result. Reflect and ensure that each identified objective and associated activities contribute to the purpose of the project, and that they are logical and sustainable.

5. Project Beneficiaries

Please describes who and how many people are expected to benefit from the project, both directly and indirectly. It should also discuss how intended beneficiaries have been involved in project design, and their expected role in project implementation and evaluation.

6. Relevance to the ERFAN pillars objectives

Please refer to your selection in question 7 (200 words) of this document, and explain how your project will contribute to the ERFAN objectives selected.

7. Budget requirements

Please provide an accurate estimate of your total budget. Note: you will be asked to complete a detailed budget in the full proposal stage if your concept is pre-selected

Estimated total project budget*	
Estimated total personnel costs	
Travel	
Equipment and supplies	
Other costs and services	

*The total project budget should be the sum of personnel costs, travel, equipment and supplies, and other costs and services.

RELEVANCE AND EFFECTIVENESS

8. Expected results and impacts

Highlight tangible expected impacts during the lifetime of the project; ensure that expected results are defined using the SMART approach: Specific, Measurable, Achievable, Realistic and Timely. Maximum 200 words

DESIGN AND METHODOLOGY

9. Activities

Detail the list of activities for each expected result.

10. Project schedule

Month	1	2	3	4	5	6	7	8	9	10	11	12
Expected Result 1												
Activity 1.1 example												
Activity 1.2 example												
Activity 1.3 example												
Expected Result 2												
Activity 2.1												
Activity 2.2												
Activity 2.3												
Expected Result 3												
Activity 3.1												
Activity 3.2												
Activity 3.2												
<i>[Add further lines when necessary]</i>												

11. Risks			
Provide a list of identified risks linked to the project activities and mitigation measures			
Risk description	Probability of Occurrence (H/M/L)	Impact on the project (H/M/L)*	Mitigation action(s)
[Add further lines when necessary]			
12. Logical framework			
Complete and submit the logical framework (Excel document) for your project.			
PARTERSHIP AND SYNERGIES			
13. Stakeholders			
Present the stakeholders involved, role and expected contribution with the modalities of collaboration during the project implementation. Maximum 200 words			
14. Capacity building and local partnerships			
Describe how the project will contribute to local capacity building, to share experiences and develop collaborations. Maximum 200 words			

BUDGET

15. Complete and submit the project's budget using the budget template (Excel document)

ADDED VALUE AND SUSTAINABILITY

16. Sustainability and replicability

Describe how the project will maintain its benefits after the project has been completed and the envisaged replicability measures. Maximum 200 words

17. Communication and visibility

List the communication and dissemination activities that will be implemented: How will the project engage with the targeted audience(s)? What are the key messages? What are the expected results? Maximum 200 words