

YOUTH ECONOMIC PARTICIPATION INITIATIVE

EXPRESSION OF INTEREST APPLICATION

Please include the following information in your Expression of Interest. This document should not exceed eight typewritten pages with Times New Roman 12-point font.

Send applications in Word or PDF format to yepi@tufts.edu.

University Name(s) (English):

University Name(s) (Local Language):

University Legal Status (Public or Private):

University Web Site:

Contact Information:

Primary Contact:

Title:

Email address:

Address:

Telephone Number:

Program Title:

Estimated Annual Budget:

Age of program:

PROGRAM OVERVIEW

Summary of Program:

Please describe your program in 200 words or less.

Context and Target Group:

Please provide a short explanation of the context in which your program operates, and the rationale behind your strategic choices.

What is the intended target group?

How does this program address under-represented populations? How will the program address issues of gender equity?

Program Goals, Objectives and Activities:

What do you aim to achieve? Please list program goal, objectives and key activities.

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Reach and Impact:

How many students will your project reach? What wider impacts and secondary consequences do you expect your project to have?

Capabilities:

Please describe the key resources and capabilities you will draw on in order to implement the proposed program. List key skills, expertise, knowledge resources and applicable past experience of key staff members and appropriate departments or institutions.

Planning and Design:

Please describe your process for program development and design. What research, experience, background knowledge and analysis informs your program design? What is your theory of change? (Please outline the reasoning behind *how* you believe change will happen).

Please list and briefly describe all stakeholders involved in designing your proposed program. How have you involved youth and members of the community, government and/or private sector in program design? How does your planning process take into account diversity of perspectives based on gender, ethnicity, economic status, religion or other relevant demographics?

Organization of Partnership:

Please list all partners. (For example: university departments, businesses, community organizations, government agencies, professional associations, student groups, etc.)

Clearly articulate the roles and expected contributions of each partner and the organization of the partnership. What strengths and capabilities will each organization contribute to the project?

Learning and Measurement:

How long has your program been in existence? How have you measured success in the past? Which monitoring and evaluation methodologies will you draw on to assess results?

Briefly describe any on-going challenges or obstacles you have faced, and your strategies for overcoming them.

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What makes your program unique and exciting? What particular strengths does your university bring to the effort to address youth unemployment? Why do you believe this model deserves attention? What can other universities learn from your efforts?

BACKGROUND AND CONTEXT

University Background:

Please provide a short description of your university and any university partners. Where applicable please link to university web site.

Department Background:

Please describe the implementing department. Include information about size, annual budget, leadership and notable accomplishments.

Partner Organization(s) Background:

Briefly describe each proposed partner organization. Include name, size of organization, legal affiliation, leadership, point of contact, length of partnership and key accomplishments.

BUDGET AND FINANCIAL BACKGROUND

Total annual budget for the implementing department for the past 3 fiscal years	
Total annual budget for the implementing institution for the past 3 fiscal years	

Please attach documents with the following information. (Excluded from the 8 page limit)

- Actual program expenses for the past 3 fiscal years (as applicable)

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- Current and past funding sources for this program, including resources (financial and in-kind) provided by the university
- Primary funding partners for the implementing department or institution
- Outline of annual budget for the proposed program, with a concise justification for each budget category. (Examples of expense categories include salary and wages, supplies, etc). Finalists will be requested to provide a fully itemized budget with the full proposal.

In addition, applicants are highly encouraged to provide a copy of their most recent audited financial statement, along with the associated auditor's management or opinion letter. If this document is unavailable, please provide a comparable document that meets your national accounting standards, and indicate whether you will be able to submit an audited financial statement with the submission of the full proposal.

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