

NORHED

Main application form

Deadline for submission 15 March 2013, 15:00/ 3 pm CET (Central European Time)

(the application can be maximum 20 pages long, Calibri 11 points. All requested attachments comes in addition)

1. Administration and Partnership
1.1 Project partner information
Applying Higher Education Institutions:
Contract Partner institution (only one):
1.2 South Partner Institution 1
Name of institution:
Type of institution:
Accredited by:
Proposing unit:
Contact person - full name with position, email and phone number:
Website:
About the institution (size/number of employees, number of students):
Brief description of the institution's financial situation, including government support/funding,

international support/funding, student fees etc:
1.3 Norwegian Partner Institution
Name of institution:
Type of institution:
Accredited by:
Proposing unit:
Contact person - full name with position, email and phone number:
Website:
About the institution (size/number of employees, number of students):
1.4 South Partner institution 2
Name of institution:
Type of institution:
Accredited by:
Proposing unit:
Contact person - full name with position, email and phone number:
Website:
About the institution (size/number of employees, number of students):
Brief description of the institution's financial situation, including government support/funding,

international support/funding, student fees etc:
1.5 Additional partner institution(s) (please provide same information for each institution as below):
Name of institution:
Type of institution:
Accredited by:
Proposing unit:
Contact person - full name with position, email and phone number:
Website:
About the institution (size/number of employees, number of students):
Brief description of the institution's financial situation, including government support/funding, international support/funding, student fees etc:
1.6 About the partnership
Background and history of the partnership. Previous and ongoing cooperation projects:
Have the partners received grants from Norad programmes before? (if so, mentioned under what scheme/programme, e.g NORHED Seed Funding, NOMA, NUFU etc)

Please state in which HEI capacity is to be built and which HEI that will contribute to build the capacity.

Describe the Norwegian partner(s):

- a) role in the project:
- b) resources available:
- c) competence and qualifications:
- d) experience from the geographical area concerned:
- e) any other relevant experience:

Description of the South partner:

- a) role in the project:
- b) resources available:
- c) competence and qualifications:
- d) experience from the geographical area concerned (if applicable):
- e) any other relevant experience:

Description of the South partner:

- a) role in the project:
- b) resources available:
- c) competence and qualifications:
- d) experience from the geographical area concerned (if applicable):
- e) any other relevant experience:

Please also state if some HEI are part of a network to achieve the goal of the project and describe their role..

2. Description of the project		
<p>Note which sub programme the proposal applies to (<u>one only</u>, delete the ones that do not apply):</p> <ol style="list-style-type: none"> 1. Education and training 2. Health 3. Natural resource management, climate change and environment 4. Democratic and economic governance 5. Humanities, culture, media and communication 6. Capacity development in South Sudan 		
<p>List any other sub-programmes of relevance to the project:</p>		
<p>NORHED Project title:</p>		
<p>Brief description of the project:</p>		
<p>Country(ies) of implementation:</p>	<p>Period of implementation:</p>	<p>Amount applied for:</p>
<p>Partner Institution 1: Description of the present situation and the need /justification for the project specified by institution/country:</p>		

<p>Partner Institution 2: Description of the present situation and the need /justification for the project specified by institution/country:</p>	
<p>Describe the target group(s) of the project, and to what extent the target groups have been included in the planning process and will participate in the project implementation:</p>	
<p>3. Result Framework</p>	
<p>Use short sentences/list bullet points when filling out the table, if relevant with reference to other parts of the application. Please list the below bullet points according to the partner institution/country. See Guide to NORHED application for more information.</p>	
<p>3.1 Development goal/intended impact on society. Long term desired effect. One goal only.</p>	
<p>3.2 Project Goal (purpose/intended outcome). The positive effects the project seeks to achieve for the target group.</p>	
<p>Formulation of outcomes:</p>	<p>Indicators:</p>
<p>Assumptions/risk factors:</p>	

3.3 Expected results/services/products (outputs)			
Measurable services/products of the project's activities			
Formulation of outputs:		Indicators:	
Assumptions/risk factors:			
3.4 Planned activities			
Planned concrete activities in order to obtain the desired results, cf. implementation plan. A format to be used for the implementation plan will be available within?			
Main activities		Inputs:	
Assumptions/risk factors:			
3.5 Present situation (baseline)			
Description of the present situation as a basis for assessing the project's outcomes			
Indicators:	Baseline values:	Means of verification:	Targets final year:

3.5 Present situation (baseline)

Description of the present situation as a basis for assessing the project's **outputs**

Indicators:	Baseline values:	Means of verification:	Targets final year:

4. Assessment of sustainability, cross cutting issues, risk factors and mitigation measures. Please fill in information from the various partner

mitigation measures. Please fill in information from the various partner institutions/countries that will have an influence on the projects implementation and results.

4.1 Assessment of how the project relates to national and partner institutions strategic plans and priorities (in countries where capacity will be built):

Partner institution1:

Partner institution 2.

4.2 Assessment of partners' institutional capacity. Are there any type of resources and mechanisms that have to be in place for the execution of the project?:

Partner institution 1:

Partner institution 2:

4.3 Assessment of financial management and corruption (refer to partnership assessment if relevant). Are the financial management capacity and competence sufficient to ensure that the funds will be utilized in a transparent, accountable and efficient way? Describe what anticorruption routines and what procurement regulations all the partner institution that will receive funds:

Partner institution 1:

Partner institution2:

4.4 Assessment of gender equality in relation to the project implementation and expected results. Briefly state challenges and how they will be approached. A more detailed Gender Action Plan shall be attached to the application.

4.5 Assessment of human rights and equality. How does the project secure key human rights and non-discriminatory principles for the people affected by the project?

4.6 Assessment of environmental and climate sustainability:

4.7 Identification of other risk factors and management of identified risks:					
4.7 Assessment of sustainability after the project comes to an end:					
5. Financial plan					
A detailed budget and breakdown of the expenditures must be provided in a separate attachment. See guide to NORHED application for more information.					
	First year (yyyy)	Second year (yyyy)	Following years (yyyy-yyyy)	Total	Percentage of total
Project component 1					
Partner 1					
Partner 2					
Partner 3					
Project component 2					
Partner 1					
Partner 2					
Partner 3					
Project component 3					
Partner 1					
Partner 2					
Partner 3					

Additional project components					
Partner 1					
Partner 2					
Partner 3					
Project management					
Partner 1					
Partner 2					
Partner 3					
Administrative costs					
Partner 1					
Partner 2					
Partner 3					
Total expenses					
What is the period of the financial year (FY) for the contract partner? The FY for the contractual partner shall be used as the budget year in the project budget.					
6. Additional information					
6.1 Explain procedures and routines for contract partner in order to follow up the cooperation with all other partners (i.e. enter into contracts, disbursements, procurement, monitoring and reporting etc.)					
6.2 Any other information and ongoing projects supported by other donors of relevance to the application.					

7. Bank details		
Grant recipients should open a separate account for projects grants received from Norad. The grant recipients shall provide confirmation of the bank details, using the institutions' official headed paper, bank statements or other written confirmation from the bank, before any payment can take place.		
Name and address of bank:		
Name of account holder	Accountnumber/IBAN	Swift code
Account currency	Other information	
8. Attachments		
Please note the attachments that need to be uploaded online together with this application form:		
<ul style="list-style-type: none"> • Application Form • Detailed Budget breakdown (A format will be provided within 15 January2013) • Detailed Implementation plan (A format will be provided within 15 January 2013) • Gender Action Plan • Partner Assessment (A format will be provided within 30 November 2012) • Statements of commitment (from all partners) • Contract partner institution's last year's audited statement of accounts and management letter (not applicable for Norwegian partners) • Priority list from the institutions • Confirmation of bank details • Reference lists 		
9. Date and confirmation		
I am authorized to sign legally binding agreements on behalf of the applicant, and confirm that the information contained in this application is correct to the best of my knowledge. I hereby commit to participate in NORHED evaluations irrespective of if whether application will receive funding or not.		
Partner 1		
Place and date	Name	

Partner 2	
Place and date	Name
Partner 3	
Place and date	Name
Partner 4	
Place and date	Name
Partner 5	
Place and date	Name