IOM Mission – Sudan

IOM Call for Expression of Interest ID#: **SDN/KRT/April /CEI015**

**ANNEX A**

**IOM** Implementing Partners Concept Note Template

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| **Section 1. Concept note overview** |
| **Name of prospective partner** |  |
| **Type of concept note**  | Response to IOM-issued CEI | [x]  | Unsolicited concept note | [ ]  |
| CEI ID | SDN/KRT/April/CEI015 | CEI ID | N/A |
| **Concept note title** | Livelihood supports for the conflict affected vulnerable community in Gereida IDP camp, Greida locality, South Darfur to facilitate early economic recovery and durable livelihood opportunities |
| **Geographical coverage** | Gereida IDP camp, Greida locality, South Darfur |
| **Population focus** | Number and type(s) of direct beneficiaries |  |
| Number and type(s) of indirect beneficiaries |  |
| **Programme duration (in months)** | As soon as after signing the agreement to 15 September 2022 |
| **Programme budget(please indicate currency)** | ………. In USD  |

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| **Section 2. Programme description** |
| **2.1 Rationale/justification (400 words max)**  |
| *Outline the problem statement, the context and the rationale for the programme:* * *Provide an overview of the existing problem.*
* *Describe who is affected.*
* *Describe how the problem is linked to national priorities or sector priority.*
* *Describe the relevance of the programme in addressing problems identified.*
 |
| **2.2 Target beneficiaries (250 words max)** |
| *Describe the target groups and beneficiaries anticipated to be reached by the proposed programme.*  |
| **2.3 Proposed programme approach/methodology (400 words max)**  |
| *Describe how the programme will address the problem statement in Section 2.1. Explain how the proposed approach/methodology will lead to the anticipated change.* ***Describe any innovative approaches (if applicable) that will be utilized in the implementation of the proposed programme which are linked with IOM proposed activities described in ToR (see Annex C).*** *Please note that specific activities and results are to be detailed in Section 3.*  |
| **2.4 Gender, equity, and sustainability (250 words max)** |
| *Describe the practical measures taken in the programme to address gender, equity and sustainability considerations.* |
| **2.5 Prospective partner’s contribution and comparative advantage (250 words max)** |
| *Briefly outline the partner-specific contributions to facilitate durable outcomes. Describe any specific advantages and experiences that are unique to the organization that will enhance the quality and sustainability of implementation of the proposed programme.* |
| **2.6 Risk management (250 words max)** |
| *Describe potential areas of risk that may negatively impact the organization’s capacity to fully implement the proposed programme. Describe any mitigating actions that will be incorporated into the programme to manage the identified risks.* |
| **2.7 Key personnel** |
| *Provide a list of key personnel who will be critical in the management as well as the operational and financial oversight of the proposed programme.*  |
| Name and position | Relevant qualifications/experiences |
| *Name:* |  |
| *Position:* |
| *Name:* |  |
| *Position:* |
| *Name:* |  |
| *Position:* |
| *Name:* |  |
| *Position:* |
| **2.8 Main implementing partners experience in last three years** |
| Project period | Donors | Project description | Contract amount  |
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| **Section 3. Expected results, performance indicators, activities, implementation period and budget** |
| *Complete the table below to provide an indicative outline of the results framework of the proposed programme, including programme outputs, performance indicators, activities, implementation period. Note that* ***each*** *programme output should refer to a service or product resulting from the programme and should have accompanying performance indicators. Note that* ***each*** *of the performance indicators should include a baseline, target and means of verification.*  |

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| **Programme Outputs** | **Performance Indicators (including baselines, targets, and means of verification)** | **Activities** | **Implementation plan**  |
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| *Example:* *Programme Output 1**E.g. Community-based management of severe acute malnutrition introduced in 200 villages in 10 districts* | *Example* * *# children receiving ready-to-use therapeutic foods (Baseline: 500, Target: 2,000, Means of Verification: Progress reports, Health Management Information System)*
* *Recovery rate (Baseline: 50%, Target: 80%, Means of verification: Health Management Information System)*
 | *Activity 1.1. Organize training of 500 health workers in community nutrition in 10 districts* | *Month 2* |
| *Activity 1.2. Undertake community outreach activities and referral in 200 villages in 10 districts* | *Months 3-5* |
| *Activity 1.3. Programme management and technical supervision* | *Months 1-5* |
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|  |
|  | N/A |  |  |
|  supplies, maintenance) |
| (venue, travels, etc.) |
|  | N/A |  |  |
|  supplies, maintenance) |
| (venue, travels, etc.) |
|  | N/A |  |  |
|  supplies, maintenance) |
| (venue, travels, etc.) |
|  | N/A |  |  |
|  supplies, maintenance) |
| (venue, travels, etc.) |

Organization Name: (insert)

Address: (insert)

Email and contact details:

Signature: (insert)

Name and Title, Head of Organization: (insert)

Date: (insert)

**guidelines for completion of iom concept note template**

*This template should be used for all concept notes submitted to IOM, including those responding to a IOM-issued CEI, and those submitted on an unsolicited basis.*

# Section 1. Concept note overview

This section provides a summary of the prospective partner’s concept note as well as identifying information. If the submission is in response to a IOM-issued CEI, please reference the CEI ID, which can be found in the “Project Details” field of the CEI published on IOM website and/or UN Partner Portal.

**Population focus:** Please identify the population focus of the programme.

* *Direct beneficiaries* are population groups who are the direct recipients of programme activities. For example, 50 teachers in rural primary schools receiving training, or 200 children aged 6 months to 5 years receiving nutritional supplements.
* *Indirect beneficiaries* are population groups who are not the direct recipients of programme activities, but may indirectly benefit. For example, 1,000 students in rural primary schools benefiting from teachers with improved classroom teaching practices, or 5,000 community members hearing a radio broadcast on improved child-feeding practices.

**Programme budget:** Please indicate the programme budget and the currency **in attached the budget sheet in Annex B.**

# Section 2. Programme description

This section is composed of nine fields that provide a description of the proposed programme. Word limits are included in each of the fields.

# Section 3. Expected results, performance indicators, activities, implementation period and budget

This section outlines the expected results from the proposed programme, as well as the performance indicators, activities, implementation period with each result.

**Result statement:** Please indicate the high-level result statement to which the programme will contribute.

* *If the concept note is submitted in response to a IOM-issued CEI*, please ensure the result statement is linked to the “Expected results” described in the “Project Details” field of the CEI published on IOM website and/or UN Partner Portal.

**Programme outputs:** Programme outputs refer to services or products resulting from the programme. Each programme output should be accompanied by performance indicators, and be linked to the activities required to achieve it. One or more programme outputs may contribute to the achievement of the result statement.

* + *Performance indicators:* The metrics used by the prospective partner to measure and monitor progress towards the programme output.
		- *Baseline*: The value of the performance indicator at the starting point, prior to the onset of programme implementation.
		- *Target:* The intended value of the performance indicator upon the conclusion of programme implementation.
		- *Means of verification:* The specific data source(s) used to obtain the status of each of the performance indicators.
	+ *Activities:* The actions the prospective partner will implement under the proposed programme to achieve the desired programme output(s). Multiple activities may be required to contribute to the achievement of a programme output.
	+ *Implementation period:*The time frame in which the partner proposes to implement the specified activities. The implementation period can be specified in months or another more appropriate unit of time measure.