



APPLICATION FOR GRANTS THE UN-HABITAT URBAN YOUTH FUND

Valid as of 1 January 2014

Part A. Applicant Organization

A1. Project Identification

Reference number:

A2. Name of applicant organization

Please indicate the name and acronym of the applicant organization

Name of organization:

*

Acronym:

*

A3. Contact information of applicant organization

Please fill in the contact information carefully so we will be able to contact you if you qualify for a grant. Please include the country code for telephone numbers and fax numbers.

Name of organization:

*

Address:

*

Postcode:

City:

*

State/province:

Country:

*

E-mail:

Website:

Telephone:

Fax:

A4. Mission of applicant organization

*Please give a short description of the applicant organization's mission (max 50 words) **

A4 (b). Organizational activity

Is the applicant organization affiliated to a political party? *

☐ Yes ☐ No

Does the applicant organization practice religious evangelization? *

☐ Yes ☐ No

A5. Profile of applicant organization	
Type of organization* <i>Check one box only</i>	<input type="checkbox"/> Private Entity <input type="checkbox"/> Community-based Organization (CBO) <input type="checkbox"/> Non-governmental organization (NGO) <input type="checkbox"/> Other - Please specify:
Activity level* <i>Select all that apply</i>	<input type="checkbox"/> Local <input type="checkbox"/> State/Province <input type="checkbox"/> National <input type="checkbox"/> International

A6. Youth-led development	
Do young people aged 15-32 years take part in the governance of the organization and the management of its activities? * <i>Click one box only</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please describe how: (Max 500 characters)</i>	
<i>Applicant organizations must be led by young people aged 15 – 32 years to be eligible for a grant.</i>	

A7. Gender equality	
Do both women and men equally take part in managing the organization and its activities? * <i>Click one box only</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If no, please explain why not. If yes, please explain how:: (Max 500 characters)</i>	
<i>Applicant organizations must involve both genders equally in the organization to be eligible for a grant, unless specifically justified.</i>	

A8. Legal registration	
When was the applicant organization founded? *	
Is the applicant organization legally registered? *	<input type="checkbox"/> Yes <input type="checkbox"/> No
When was the applicant organization legally registered? (if different from above) *	
<i>Applicant organizations must have been registered for a minimum of one year to be eligible for a grant. If the applicant organization does not have a valid registration certificate; please apply in partnership with a facilitating organization that has a valid registration certificate. Please consult the application guidelines for more information.</i>	

A9. Facilitating organization	
Is the applicant organization applying in partnership with a facilitating organization that will receive the grant on behalf of the applicant organization? * <i>Click one box only</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please fill in Part B of the application form; attach all compulsory documents for the facilitating organization and a letter of agreement between the applicant organization and the facilitating organization indicating the roles and responsibilities of both parties in the project. Please consult the application guidelines for more information.</i>	

Part B. Facilitating Organization (if applicable)

The facilitating organization will enter into a grant agreement with UN-HABITAT, receive the funds on behalf of the applicant organization and be legally responsible for the management of funds and project reporting.

B1. Name and contact information of facilitating organization

Please fill in the contact information carefully so we will be able to contact the facilitating organization if you qualify for a grant.

Name of organization:	*		
Address:	*		
Postcode:	*	City:	*
State/province:	*	Country:	*
E-mail:	*	Website:	
Telephone:	*	Fax:	

B2. Mission of facilitating organization

*Please give a short description of the facilitating organization's mission (Max 500 characters) **

B3. Profile of facilitating organization

Type of organization* <i>Click one box only</i>	<input type="checkbox"/> Non-governmental organization (NGO)	
	<input type="checkbox"/> Community-based organization (CBO)	<input type="checkbox"/> Governmental
	<input type="checkbox"/> UN organization / Institution related to UN	<input type="checkbox"/> Other – (<i>Please specify</i>):
Activity level <i>Select all that apply</i>	<input type="checkbox"/> Local <input type="checkbox"/> State/Province <input type="checkbox"/> National <input type="checkbox"/> International	
<i>Facilitating organization cannot be a private entity.</i>		

B4. Legal registration

When was the facilitating organization founded? *	
When was the facilitating organization legally registered? * (<i>if different from above</i>)	

Part C. Basic Project Information

C1. Title of project

Please give a short title to the project *

C2. Location of project

City/town: *	State/Province: *	Country: *
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What is the population of the city or town where the project will take place? * Click one box only

<input type="checkbox"/> 10,000 – 100,000	<input type="checkbox"/> > 100,000 – 1 million	<input type="checkbox"/> > 1 million – 10 million	<input type="checkbox"/> > 10 million
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Project must be carried out in an urban settlement with more than 10,000 inhabitants to be eligible for a grant.

C3. Project duration

Please indicate the length of the project. Projects should be a last for 7-12 months.

Starting date: *	
Enter number of months of Project. *	

C4. Relevance of project to the priorities of the UN-HABITAT Urban Youth Fund

Please tick a maximum of 2 boxes. *

- ☐ Urban Land, Legislation and Governance (Training in governance & Democracy)
- ☐ Urban Planning and Design (Creating youth space & Youth friendly cities)
- ☐ Urban Economy (Employment, Job & business training)
- ☐ Urban Basic Services (Recycling, water, sewage and IT services)
- ☐ Housing and Slum Upgrading (Lobbying for access to affordable housing, training in construction)
- ☐ Risk Reduction and Rehabilitation (Training & services for youth at Risk, drugs, alcohol & prostitution)
- ☐ Research and Capacity Development (Training, building networks & research)
- ☐ Gender Equality and Women's Empowerment (Projects targeting young women, Projects that take into account issues affecting both men & women, Proportional access to information)

C5. Target groups Click one box only per question

Please indicate the number of young people aged 15-32 years that will directly benefit from the project *	<input type="checkbox"/> 1-9	<input type="checkbox"/> 10-99	<input type="checkbox"/> 100-999	<input type="checkbox"/> 1000 or more
Please indicate the age group that the majority of beneficiaries belong to.	<input type="checkbox"/> 15-18 years	<input type="checkbox"/> 19-24 years	<input type="checkbox"/> 25-32 years	
Please indicate the percentage of direct beneficiaries that are young women or girls.	<input type="checkbox"/> 0-25%	<input type="checkbox"/> 26-50%	<input type="checkbox"/> 51-75%	<input type="checkbox"/> 76-100%
Does the project specifically target disadvantaged young people aged 15-32 years? *				<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes, please describe type of disadvantage how: (Max 500 characters)

Projects must target disadvantaged young people between 15 and 32 years to be eligible for a grant. Please consult the application guidelines for more information.

C6. Job creation (if applicable)

Please indicate how many jobs are created for youth aged 15 -32 years as a direct result of your project. *	
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Part D. Project Description

D1 - A. Goal of project

*Please give a short description of the overall, long-term, development goal towards which the project is expected to contribute. (Max 500 characters) **

D1 - B. Contribution to Laws, Policies and Action Plans

*Will your project be contributing to any of the following areas? (select all that apply) **

☐ Law(s) ☐ Policy(ies) ☐ Action Plan(s)

*Describe the law(s), policy (ies) or action plan(s) that the organization seeks to address
Include information on the specific national and/or local law(s), policy (ies) and action plan(s) and how they specifically relate to your project.
(Max 1000 characters). **

D2. Project summary

*In no more than 1000 characters, give a short description of your project. Please note that if your project is approved this summary may be used for publication on the UN-HABITAT website and information materials.
Be accurate in your description and include the type of project, location, theme(s), objective(s), duration in months, number and profile of beneficiaries, activities implemented and methods used. Please be concise and clear **

D3. Project Justification

*Justify the need of your proposed project, referring to the evidences of gaps, issues and needs identified from previous initiatives, needs assessments, research and/or evaluations. **

Please give a short description (less than 1000 characters supported by concrete facts and numbers (such as statistics) of the situation in the project area on the problems or issues that your project seeks to address and why they are important to young people.

D4. Outcomes

Please give a short description (less than 1000 characters) of the immediate outcomes of your project. The outcomes are the effects or changes that your project intends to bring about among the target group or in the community. Please indicate how you intend to measure these outcomes. *

D5. Activities

1

Please give a short description of the key activities that will be implemented to reach your project outcomes. *
(Max 500 characters)

2

Do women and men equally benefit from the activities of the organization? *

☐ Yes ☐ No

If no, please explain why? If yes, please explain how Women and men benefit differently from the activities of the organization: (Max 500 characters)

3

Is gender sensitive approach (one that considers the different needs of women and men) employed in the formulation and implementation of your project? *

☐ Yes ☐ No

If no, please explain why not. If yes please explain how you are considering the different needs of men and women in your project. (Max. 1000 characters)

D6. Outputs

Please give a short description (less than 1000 characters) of the specific results that your activities will deliver in response to the problems you highlighted in D3. *

D7. Output Evaluation

*Please give a short description (less than 1000 characters) of how you intend to evaluate the outputs of your activities. (tools used, indicators, etc) **

D8. Monitoring and Evaluation Plan

*In less than 1000 characters; Provide details of how baseline data will be collected, and how the project will be documented, monitored and evaluated. As the UN Trust Fund requires an external evaluation at the end of each project, please indicate plans to enhance the evaluability of the proposed project, specifying what oversight mechanisms will be in place to monitor and report on results. **

D9. Organizational capacity

*Please give a short description (less than 1000 characters) of your organizations ability to successfully complete the project, including your ability to coordinate staff and volunteers, manage and account for money, and evaluate and report on your project. Please indicate any previous experience in managing projects and any support you expect to receive from partner organizations. **

D10. Risks

*Please give a short description (less than 1000 characters) of the potential problems or risks that may cause the project to be less successful and how you plan to overcome these problems. **

D11. Innovation

*Please give a short description (less than 1000 characters) of why your project is different from other projects. Please indicate how the new ideas, methods or technologies you are using will add value to the project. **

D12. Sustainability

*Please give a short description (less than 1000 characters) of how the project will continue to operate when the grant from the Urban Youth Fund is finished. **

D13. Partnerships (if applicable)

*Please give a short description (less than 1000 characters) of how you plan to involve the local government, private enterprises or other non-governmental organizations in the project and how their participation will add value to the project. **

D14. Additional Financing (if applicable)

*Please indicate whether you expect the project to receive additional financing from other donors or through self-financing. Please list the donors and the amount of money they will be contributing to the project (less than 1000 characters). **

D15. Size of grant

Please indicate grant applied for in USD \$

Part E. Background information

E1. Previous projects implemented

1	Project title:	
	Donor(s):	Year completed:
	Outputs (max 500 characters):	
2	Project title:	
	Donor(s):	Year completed:
	Outputs (max 500 characters):	
3	Project title:	
	Donor(s):	Year completed:
	Outputs (max 500 characters):	
4	Project title:	
	Donor(s):	Year completed:
	Outputs (max 500 characters):	
5	Project title:	
	Donor(s):	Year completed:
	Outputs (max 500 characters):	

E2. Contact information

Project Coordinator.

The project coordinator must be below the age of 32 at the time of implementing the project.

****The email & Phone number cannot be the same as the Legal Representative.*

Name:	*		
Position:	*	Age:	*
Address:	*		
Postcode:	*	City:	*
State/province:	*	Country:	*
E-mail:	*	Website:	
Telephone:	*	Fax:	

Legal Representative (*Chairman of the board, Director*)

****The email & Phone number cannot be the same as the Project Coordinator.*

Name:	*	Position:	*
Address:	*		
Postcode:	*	City:	*
State/province:	*	Country:	*
E-mail:	*	Website:	
Telephone:	*	Fax:	

Contact person of facilitating organization (*If applicable.*)

Name:	*	Position:	*
Address:	*		
Postcode:	*	City:	*
State/province:	*	Country:	*
E-mail:	*	Website:	
Telephone:	*	Fax:	

Other Contact person (****The email & Phone number cannot be the same as the Project Coordinator or Legal Representative.*)

Name:	*	Position:	*
Address:	*		
Postcode:	*	City:	*
State/province:	*	Country:	*
E-mail:	*	Website:	
Telephone:	*	Fax:	

E3. How did you first learn about the UN-HABITAT Urban Youth Fund?

*Please indicate how you first learned about the Urban Youth Fund. You may tick several boxes. **

<input type="checkbox"/> Newspaper/Magazine	<input type="checkbox"/> From a friend	<input type="checkbox"/> Facebook, Twitter
<input type="checkbox"/> Radio/Television	<input type="checkbox"/> UN-HABITAT Website/Newsletter	<input type="checkbox"/> Other, please specify: