



Do You Remember?



That...



For **Concept Note** preparation, **UN-Habitat** template or **Donor** templates are **acceptable**. **But** for **Project Document** preparation, **Only UN-Habitat Project Document** template is acceptable.



The Project Manager/Initiator **sets the deadline** for receiving comments/inputs from Concept Note Peer Reviewers **from 3 full working days** upward.

He/she may close the review at the end of the set deadline. However, he/she **may** choose to **extend** the deadline where he/she deemed it important. The extension should be communicated to all Peer Reviewers.

And by the way ...



The Project Manager/Initiator is expected to **objectively** review, **and incorporate** comments and inputs received from Peer Reviewers to enhance the Concept Note in developing a Project Document.

He/she is encouraged to have bilateral discussions with relevant Peer Reviewers to **seek** clarifications or more information and expound on ideas (particularly for rejected inputs or ideas).

Want to know more?

Please visit: <https://habnet.unhabitat.org/service/project-management>