**Women’s Peace & Humanitarian Fund (WPHF)** *formerly the Global Acceleration Instrument on Women, Peace and Security and Humanitarian Action*

*(GAI)*

**Project Document**

*(Length – 7-10 pages)*

1. **Prodoc Cover Page**

|  |  |  |
| --- | --- | --- |
| **Project Title:** |  | **PUNO**[[1]](#footnote-1)**:** |
| **Project Contact**:  Name:  Entity:  Title:  Email: |  | **Implementing Partner(s):** |
|  | **Country:** |
|  | **Total Project Cost:**  **WPHF’s contribution**[[2]](#footnote-2)**:**  **Other contributions:** |
| **Proposed Project Start Date:**  **Proposed Project End Date:**  **Total duration (in months)**[[3]](#footnote-3)**:** |
| **WPHF’s Outcome**[[4]](#footnote-4) **the project is contributing to:** | | |
| **WPHF’s Outcome indicator**[[5]](#footnote-5) **the project will be reporting on:** | | |

|  |  |
| --- | --- |
| **PUNO(s)**[[6]](#footnote-6) **and Implementing Partners** | |
| *Name of PUNO*[[7]](#footnote-7)  *Name of PUNO Representative*  *Title*  *Signature*  *Date & Seal* | *Name of CSO*[[8]](#footnote-8)  *Name of CSO Representative*  *Title*  *Signature*  *Date & Seal* |

1. **Executive Summary**

The executive summary provides an overview of the project, how it will contribute to accelerating peace or humanitarian relief, the intended results and why they are important, and a description of the strategy for their achievement. Basic data includes: project duration, total budget, funding sources, partners, target beneficiaries, governance structure;

1. **Context and Situation Analysis**

The context should provide an analysis of the broad political context – nature of conflict / emergency/ humanitarian situation. It should also contain an analysis of the situation of women/gender equality the Project aims at addressing

1. **Rationale for WPHF support**

This section will provide an overview of other women, peace, security and humanitarian initiatives and projects and gaps at the national level and/or in the geographic area of the project. It will explain the added value the project and how it would complement other initiatives.

It will also contain the problem statement and how the Project intends to solve it (underlining added value of investing in women in order to accelerate peace). This section can build on documented evidence, lessons, and good practices of past initiatives in the country, region and locality.

It will explain how the requesting organization(s) has the knowledge/expertise/partnerships to successfully achieve results.

1. **Results and Resources Framework**

This section describes the results to be achieved by the Project and the means of implementation (please describe).

The results will also be formulated in a results framework (using the same format in Annex A).

The Project’s Outcome is repeated from the WPHF’s Outcome(s) selected in the Country’s allocation[[9]](#footnote-9).

New indicators must be SMART (Specific, Measurable, Attainable, Realistic, Time-Based) and contribute to higher level of WPHF’s Theory of Change. Key activities that are necessary to produce each output are also defined. Activities do not have indicators. In the “Means of Verification/Sources of Information” column, identify the methods and sources of information that will be used to measure performance against the indicators.

A Resource framework using UNDG’s categories will also be included (See Annex B).

1. **Partnerships (optional if there are no partner applicants)**

This section will provide a partners’ assessment detailing each partner’s role, added value and capacities (UN entities, Government and Civil Society Organizations).

Particular attention should be given to explaining how this partnership will help support local, grassroots and/or community women’s or women’s rights CSOs.

1. **Management Arrangements and Risk Analysis**

This section will describe the management arrangements, risk analysis (see OM Section 8) and proposed mitigation measures.

You are welcome to include any reporting or research activities that may be developed through this Project. However, this is optional.

**Annex A: Results framework**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Results** | **Indicators** | **Means of Verification/Sources of Information** | **Activities** | **Budget** |
| **Outcome** [[10]](#footnote-10) | Outcome indicator[[11]](#footnote-11) |  |  |  |
| Output 1.1[[12]](#footnote-12) | **Output indicator(s)** |  |  |  |
| Output 1.2. |  |  |  |  |
| Output 1.3. |  |  |  |  |

**Annex B** - Budget per category

|  |  |
| --- | --- |
| **UNDG Categories** | **Amount (US$)** |
| 1. Staff and other personnel costs |  |
| 2. Supplies, Commodities and Materials |  |
| 3. Equipment, Vehicles and Furniture, including Depreciation |  |
| 4. Contractual Services |  |
| 5. Travel |  |
| 6. Transfers and Grants to Counterparts |  |
| 7. General Operating Expenses and Other Direct Costs |  |
| **Sub-total** |  |
| 8. Indirect Support Costs \* |  |
| **TOTAL** |  |
| **\****The rate shall not exceed 7% of the total of categories 1-7. Note that PUNO/Implementing Partner -incurred direct project implementation costs should be charged to the relevant budget line, according to the PUNO/Implementing Partner s regulations, rules and procedures* | |

**The** **WPHF’s Results Matrix**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Impact: More peaceful and gender equal societies** | | | | | |
| Impact Indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Percentage of women and girls that have experienced physical, psychological or sexual violence in the previous 12 months |  |  |  |  | SDG indicator |
| Proportion of positions (by sex) in public institutions (national and local legislatures, public service and judiciary) compared to national distributions |  |  |  |  | SDG indicator |
| Overall Indicator | | | | |  |
| Proportion of WPHF funds allocated to promoting interlinkages between crisis, peace and security and development settings (either through policy collaboration, partnerships or pooled funding). |  |  |  |  | WPHF Reporting |
| Outcome 1: National strategies, financing and accountability mechanisms are in place for the implementation of women, peace and security commitments | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Whether or not National Action Plan on WPS have indicators to monitor progress |  |  |  |  | Country reporting by UN Women |
| Proportion of the total bilateral sector-allocable ODA allocated to the country that targets gender equality and women's empowerment (principal and significant) |  |  |  |  | OECD data |
| Outcome 2: National and regional conflict prevention systems are gender sensitive | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Proportion of early warning indicators that are gender specific |  |  |  |  | Country reporting by UNDP and UN Women |
| Number of cases of conflicts (e.g. familial, domestic, land, social, political, etc.) referred to local women mediators. |  |  |  |  | WPHF Reporting. Country reporting by UNDP and UN Women. |
| Outcome 3: Women and girls affected by crisis lead, participate in and benefit from relief and response efforts. | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Percentage of funding allocated to gender responsive actions |  |  |  |  | Financial Tracking Systems |
| Percentage of women benefiting from the humanitarian response |  |  |  |  | SRP reports, country reporting, reporting on WHS individual commitments and annual Secretary General’s Report on Strengthening the Coordination of Humanitarian Emergency Assistance of the United Nations |
| Outcome 4: Increased participation of women in formal and informal peace negotiations | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Proportion of formal negotiators in peace processes taking place within the last 12 months that were women |  |  |  |  | Country reporting (for non UN led) and DPA reporting (for UN led agreements) |
| Peace agreement has/doesn't have specific provisions to improve the security and status of women and girls |  |  |  |  | DPA & UN Women |
| Outcome 5: Women and girls' safety and security are enhanced | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Proportion of personnel in national security and justice institutions that are women |  |  |  |  | Country reporting to UN Women and ILO |
| Outcome 6: The socio-economic recovery of women is promoted in post-conflict situations | | | | | Financial Investment: Y1- $XX; Y2 - XX; Y3- XX |
| Outcome indicators | Baseline | Target Year 1 | Target Year 2 | Target Year 3 | Means of Verification |
| Labor force participation rate for persons aged 15+, by sex |  |  |  |  | ILO |
| Proportion of informal employment in non-agriculture employment, by sex |  |  |  |  | ILO |
| Proportion of seats held by women in national parliaments |  |  |  |  | SDG indicator |

1. In the case of a CSO submitting a proposal, the PUNO will be the Management Entity (UN Women where UN Women has a country presence) and the Implementing Partner will be the submitting CSO [↑](#footnote-ref-1)
2. The WPHF set a minimum of $100 000 for projects, in line with UNDG’s guidelines [↑](#footnote-ref-2)
3. Maximum project duration is 2 years [↑](#footnote-ref-3)
4. A project can only contribute to one Outcome [↑](#footnote-ref-4)
5. The Outcome indicator is repeated from the WPHF’s results matrix. Please refer to WPHF’s results matrix below before writing your application. [↑](#footnote-ref-5)
6. Please add signature block for each PUNO receiving funds under this project. [↑](#footnote-ref-6)
7. In the case of a CSO submitting a proposal, the PUNO is the Management Entity [↑](#footnote-ref-7)
8. In the case of a CSO submitting a proposal directly to the Steering Committee [↑](#footnote-ref-8)
9. A project can only contribute to one Outcome. [↑](#footnote-ref-9)
10. The Outcome will be selected from WPHF’s Results Matrix below [↑](#footnote-ref-10)
11. The Outcome indicator will be selected from WPHF’s Results Matrix below [↑](#footnote-ref-11)
12. Outputs are concrete deliverables. For example, an output could be the number of women trained to monitor early warning signals. [↑](#footnote-ref-12)