**Women’s Peace and Humanitarian Fund and Women Have Wings**

**CSO Peer Learning Awards 2024**

**Bangladesh, Ethiopia, Malawi, Uganda, Ukraine**

Recognizing the Contributions and Promoting Peer Leaning between Civil Society Organizations Working on Women, Peace, and Humanitarian issues

Please complete each of the questions below and submit to [emilie.vidal@unwomen.org](mailto:emilie.vidal@unwomen.org) by 28 July 2024

Project Document (*the proposal should not exceed 6 pages*)

|  |  |  |
| --- | --- | --- |
| **CSO 1 (Lead applicant) Name**  The CSO must be an active WPHF CSO partner working on WPSHA based in Bangladesh, Ethiopia, Malawi, Uganda and Ukraine with a contract ending after 31 December 2024 |  | **CSO 2 Name**  The partner CSO can be based in Bangladesh, Ethiopia, Malawi, Uganda and Ukraine & be an active or past WPHF CSO partner or a local women’s rights organization not supported by WPHF. |
|  |  | WPHF CSO partner Yes  No |
| **End Date of current WPHF project** |  |
|  |  |
| **Country and City of Organization** |  | **Country and City of Organization** |
|  |  |  |
| **General Contact of the Organization** |  | **General Contact of the Organization:** |
| Name of director:  Email:  Website or social media (if applicable) |  | Name of director:  Email:  Website or social media (if applicable) |
| **Contact Information of CSO Representative** |  | **Contact Information of CSO Representative** |
| Name of CSO representative that will be actively involved in the peer learning:  Title/position with the CSO (staff member, board member, volunteer, etc.):  Email:  Mobile: |  | Name of CSO representative that will be actively involved in the peer learning:  Title/position with the CSO (staff member, board member, volunteer, etc.):  Email:  Mobile: |
|  |
|  |
| **Type of CSO** |  | **Type of CSO** |
| *Select* ***the main focus*** *of your organization* ***(ONE ONLY):***  o Women’s Rights  o Youth Focused  o Other (Specify):  ***AND select one:***  o Women Led  o Young Women Led (18-29 years)  o Other: |  | *Select* ***the main focus*** *of your organization* ***(ONE ONLY):***  o Women’s Rights  o Youth Focused  o Other (Specify):  ***AND select one:***  o Women Led  o Young Women Led (18-29 years)  o Other: |
| **Is your organization led by a displaced person?** *(refugee, IDP, returnee or asylum seeker)*  o Yes o No  *\*Please note that this is not an evaluation criteria and will not impact your eligibility.* | **Is your organization led by a displaced person?** *(refugee, IDP, returnee or asylum seeker)*  o Yes o No  *\*Please note that this is not an evaluation criteria and will not impact your eligibility.* |
|  | **Have you ever received funding from any UN agency in the past?** *\*Please note that this is not an evaluation criteria and will not impact your eligibility.*  o Yes o No |
| **Budget requested (USD) – Maximum of $8,000** | | |
| $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Proposed Start Date of Peer Learning:  Proposed End Date of Peer Learning:  Number of Months (maximum 6): | |
| **P/NUNO(s) and Lead CSO[[1]](#footnote-2)** | | | |
| Name of P/NUNO[[2]](#footnote-3) (to be completed by UN entity):  Name of P/NUNO Representative:  Title:  Signature:  Date & Seal: | Name of CSO:  Name of CSO Director:  Title:  Signature:  Date & Seal: | | |

**Proposal**

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| **1. Targeted beneficiaries:** please specify the target beneficiary groups (CSOs’ staff, board members, members, volunteers, CSOs’ target groups/local communities) and the estimated number of beneficiaries. Disaggregate your data by sex. |  |

# 1. CSOs Representatives’ Background and Profile

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| **CSO 1: Woman leader activism and contribution to gender equality, peace and/or crisis response**  *i) Provide a brief profile of the woman CSO representative that will receive the award (it must be a woman or a young woman), how long she has been working or collaborating with the CSO, and how she engages in peacebuilding and/or crisis response in a remarkable way.*  *ii) Describe how she promotes gender equality, peace and/or crisis response issues, and how this contributes to the CSO’s mission and goals (to demonstrate the woman’s commitment you can provide facts or numbers related to results or a short story of change).* |
|  |
| **CSO 2: Woman leader activism and contribution to gender equality, peace and/or crisis response**  *i) Provide a brief profile of the CSO representative that will receive the award (it must be a woman or a young woman), how long she has been working or collaborating with the CSO, and how she engages in peacebuilding and/or crisis response in a remarkable way.*  *ii) Describe how she promotes gender equality peace and/or crisis response issues, and how this contributes to the CSO’s mission and goals (to demonstrate the woman’s commitment you can provide some facts or numbers related to results or a short story of change). If the CSO has never been supported by WPHF please specify the CSO’s mission and goals.* |
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# 2.Motivation for the Peer Learning and CSOs’ Roles

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| *i) Describe why both CSOs’ representatives are interested in exchanging, what gaps or areas of learning they have identified and would like to strengthen through the peer learning.*  *ii) Explain if both CSOs’ representatives (and their organizations) have already worked together or collaborated and, if not, please specify how they have been put in contact. Please explain what the CSOs’ representatives (and their organizations) expect from exchanging knowledge and supporting each other at an individual and professional level.*  *iii) Describe the specific role of each of the CSOs in the peer learning project* |
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**3. Proposed Activities**

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| *In the table below, please list the activities that will be conducted during the peer learning and provide a description for each activity[[3]](#footnote-4), how the activities will be carried out (e.g. training - both CSOs’ representatives will attend a course, or one CSO member will provide training to the other CSO’s team, technical support, field visits, joint campaign, or visibility event, etc.). and where they will take place. Also highlight when each activity will take place.* | |
| ***Activity Description + Target beneficiaries (staff or board members, volunteers, beneficiaries)*** | **Date/ Timeline** |
| Activity 1 |  |
| Activity 2 |  |
| Activity 3 |  |
| Etc. (add rows as necessary) |  |
| *Explain how these activities will contribute to the capacity development of both CSOs and facilitate knowledge sharing among CSOs. It should also describe how the initiative will ensure that the new skills and/or knowledge gained will be transferred to their colleagues.* | |
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# Annex A. Budget

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| **UNDG Categories** *(for more information see Box 1 below)* | **Amount (USD$)** |
| **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\* (cannot be more than 7% of the sub-total) |  |
| **TOTAL (maximum $8,000)** | USD |

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| --- |
| **Box 1: UNDG Categories *(This box is for information only and may be deleted from your application proposal if needed)***  **1. Staff and other personnel costs:** Includes all related staff and temporary staff costs including base salary, post adjustment and all staff entitlements.  **2. Supplies, Commodities and Materials:** Includes all direct and indirect costs (e.g., freight, transport, delivery, distribution) associated with procurement of supplies, commodities, and materials. Office supplies should be reported as "General Operating".  **3. Equipment, Vehicles and Furniture:** Includes costs for purchase of new equipment, vehicles or furniture (e.g., computers, software, internet, motorcycles, desks, chairs, etc.)  **4. Contractual Services:** Services contracted by an organization which follow the normal procurement processes. This could include contracts given to other organizations or companies for services rendered.  **5. Travel:** Includes staff and non-staff travel paid for by the organization directly related to a project.  **6. Transfers and Grants to Counterparts:** Includes transfers to national counterparts and any other transfers given to an implementing partner (e.g., NGO) which is not similar to a commercial service contract as per above (contractual services).  **7. General Operating Expenses and Other Direct Costs:** Includes all general operating costs for running an office. Examples include telecommunication, rents, finance charges and other costs which cannot be mapped to other expense categories. It would also include any grants (cash/voucher/etc.) that is transferred to beneficiaries, where relevant.  **8. Indirect Support Costs\*:** A general cost that cannot be directly related to the delivery of the project, activities, or delivery of results. (e.g., management costs, utilities, rent, etc.)  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 |

1. If a tandem includes two CSOs that are active WPHF grantees, the CSOs should agree on which CSO will be the lead applicant who will receive and manage the grant. [↑](#footnote-ref-2)
2. Applicants to leave this box empty. [↑](#footnote-ref-3)
3. CSOs are encouraged to include activities contributing to the CSOs’ staff mental health, self-care, and well-being and/or enhancing the staff’s ability to understand and deal with emotions in conflict situations (emotional consciousness) and/or to increase the staff’s digital literacy, if relevant. [↑](#footnote-ref-4)