|  |  |
| --- | --- |
| **Title of Proposed Activity**  |  |
| **Applicants, including units:** **UN:**  **WB:** |  |
| **Country/region of implementation** |  |
| **Requested Amount** |  |
| **Duration of Activity/Assignment** |  |
| **Name and date of clearance by WB Country / Sector Director:**  |  |
| **Name and date of clearance by UN Resident Coordinator / SRSG or HQ manager**  |  |

*Please complete the sections below. Attachments may also be included if necessary. Copies of clearances from relevant management should be attached. For secondments, please ensure that TORs are attached. The application form must be submitted by the TTL to the UN-WB Partnership Trust Fund Secretariat at* *un-wbpartnership@worldbank.org* *and/or directly to Reidun Otteroy (**rotteroy@worldbank.org**) and Anja Bille Bahncke (**anja.bahncke@undg.org**). Please keep the application to less than four pages.*

1. **BACKGROUND AND RATIONALE FOR FUNDING**

*[Please provide brief background on how the proposed activities/assignment will contribute to the priorities and guiding principles of the Trust Fund and to the outcomes/outputs within the Strategic Results Framework for the UN-World Bank Partnership in the FCS. Please indicate how it would strengthen the strategic partnership between the UN and the WB at the global, country or regional level.*

1. **objectives and DESCRIPTION OF ACTIVITIES TO BE CARRIED OUT**

*[Provide the overall objective and a brief description of the activities to be carried out divided into components if appropriate. If relevant, please indicate i) how the activities will contribute to the broader strategic objectives of the UN and World Bank in the country/situation (i.e. within UNDAF or CPF, etc); and ii) how it relates to other relevant WB or UN funded activities, both ongoing and planned.*

1. **IMPLEMENTATION AND JOINT SUPERVISION ARRANGEMENTS**

*[Please indicate what type of implementation arrangements will be in place for the country level/regional or thematic grants and the division of responsibilities between the World Bank and the UN[[1]](#footnote-1). If relevant, please indicate the risks and risk management strategy. For strategic assignments/secondments supervision and reporting lines need to be specified in the ToRs.*

1. **RESULTS AND OUTCOMES**

*[Please give a brief description of the results/deliverables and how lessons will be captured and disseminated.]*

1. **PARTICIPATION OF OTHER LOCAL AND INTERNATIONAL ACTORS (IF APPLICABLE):**

*[Please describe how the activity/assignment is linked/supports other national/international actors working in this area and in particular, how it is aligned with national/regional priorities (if grant is to be applied at the country level.)]*

1. **BUDGET**

*Please provide the necessary financial information, including overall* ***estimated*** *costs for consultant/staff salary and benefits if applicable. For country level/regional or thematic grants, please indicate the requested split between Bank executed resources (through the World Bank executed MDTF) and UN executed resources (through the UN window). Upon approval and finalization of consultant/staff costs a detailed budget will be cleared by the Trust Fund secretariat.]*

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| --- | --- | --- |
| **Expense (USD)** | **Contribution being sought from the UN-WB Partnership Trust Fund (USD)** | **Estimated contribution from other sources (USD)** |
|  |  **Bank-executed TF** |  **UN-executed account** |  |
| **Consultant Fees and related costs**  |  |  |   |
| **Salary and related costs including field benefits (if applicable)** |  |  |  |
| **Associated Overheads** |  |  |   |
| **Media and Workshops** |  |  |  |
| **Travel** |  |  |   |
|  |  |  |  |
| **Total Expenses** |  |  |   |

**Definitions:**

1. ***Consultant Fees/Salary costs*** *includes: short term consultant fees, staff salary and field benefits and extended term consultants (salary and benefits including field benefits)*
2. ***Contractual Services*** *includes: contracts to firms*
3. ***Associated Overheads*** *includes reimbursable expenses such as telephone, internet, power etc*
4. ***Media and Workshops*** *include approximately 30 allowable sub-categories. Secretariat can confirm.*
5. ***Travel*** *includes all travel related to consultants, firms or staff*
1. The World Bank TTL is accountable for ensuring that the Bank's fiduciary responsibilities are met with respect to trust funds under his/her management. The UN Project Manager will be responsible for the management of funds allocated from the UN ‘window’. [↑](#footnote-ref-1)