**ANNEX 3.1: YPI Concept Note Template for UN Organizations**

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| **Project Title** *(Max 200 characters)* |  |
| **Country** |  |
| **Project justification and expected outcomes** *(Maximum 1000 characters)*  *i) Explain how the proposed project contributes to the overall peacebuilding process in the country;*  *ii) Explain the connection of the proposed project to the existing PBF investments in the country, if any;*  *iii) Describe the expected outcomes in terms of youth empowerment;*  *iv) Demonstrate how the project fills a strategic peacebuilding gap.* | |
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| **Theory of Change** *(Maximum 1000 characters)*  *i) Describe the causal relationship between the proposed intervention and the expected peacebuilding and youth empowerment results;*  *ii) Indicate how the expected results will be measured.* | |
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| **Proposed Interventions** *(Maximum 1000 characters)*  *i) Specify geographic zone(s) of intervention;*  *ii) Describe target groups;*  *iii) Explain thematic areas of intervention and proposed activities;*  *iv) Indicate risks that could affect project implementation.* | |
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| **Proposed Recipient UN Organization(s):** *(Maximum 500 characters)*  *i) Give the names of recipient UN organizations*  *ii) For joint proposals, specify lead organization.* | |
|  | |
| **Implementing Partners:** *(Maximum 500 characters)*  *i) Explain who will be the implementing partners from civil society, including at the local level;*  *ii) Explain who will be the national counterpart(s);*  *iii) Describe what steps you have already taken to involve local partners in the designing of this concept note.* | |
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| **Duration:**  *Give overall project duration.* | **months** |
| **Budget:**  *i) Giver overall project budget;*  *ii) Indicate how much of the overall budget will be channelled to civil society organizations.*  *(Maximum 500 characters)* |  |
| **Capacity**  *If the proposing organisation is a past recipient of PBF funding in the country, indicate the allocation (amount, implementation time period) and a brief outline of key results and delivery rates.*  *(Maximum 500 characters***)** |  |

The concept note should be 3 pages maximum.

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| *Concept notes should be submitted to PBSO no later than 17 June 2016, through a formal cover letter addressed to Oscar Fernandez-Taranco, Assistant Secretary-General for Peacebuilding Support (*[*fernandez-taranco@un.org*](mailto:fernandez-taranco@un.org)*) by the Co-Chairs of the Joint Steering Committee, with a justification of how the project will support achievement of the Priority Plan. Where there is no Joint Steering Committee in place, the concept notes should be submitted by the most-senior UN official in the country, with a justification of how the project will support the achievement of the PBF-funded peacebuilding process, and evidence of consultation with the Government and the UN Country Team.* |

**ANNEX 3.2: YPI Concept Note Template for NGOs**

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| **Project Title** *(Max 200 characters)* |  | |
| **Country** |  | |
| **Project justification and expected outcomes** *(Maximum 1000 characters)*  *i) Explain how the proposed project contributes to the overall peacebuilding process in the country;*  *ii) Explain the connection of the proposed project to the existing PBF investments in the country, if any;*  *iii) Describe the expected outcomes in terms of youth empowerment;*  *iv) Demonstrate how the project fills a strategic peacebuilding gap.* | | |
|  | | |
| **Theory of Change** *(Maximum 1000 characters)*  *i) Describe the causal relationship between the proposed intervention and the expected peacebuilding and youth empowerment results;*  *ii) Indicate how the expected results will be measured.* | | |
|  | | |
| **Proposed Interventions** *(Maximum 1000 characters)*  *i) Specify geographic zone(s) of intervention;*  *ii) Describe target groups;*  *iii) Explain thematic areas of intervention and proposed activities;*  *iv) Indicate risks that could affect project implementation.* | | |
|  | | |
| **Proposed Recipient Organization(s):** *(Maximum 500 characters)*  *i) Give the names of recipient organizations;*  *ii) For joint proposals, specify lead organization.* | | |
|  | | |
| **Implementing Partners:** *(Maximum 500 characters)*  *i) Explain who will be the implementing partners from civil society, including at the local level;*  *ii) Explain who will be the national counterpart(s);*  *iii) Describe what steps you have already taken to involve local partners in the designing of this concept note.* | | |
|  | | |
| **Duration:**  *Give overall project duration.* | **months** | |
| **Budget:** *(Maximum 500 characters)*  *i) Giver overall project budget;*  *ii) Indicate how much of the overall budget will be channelled to civil society organizations.* |  | |
| **Technical Capacity Assessment** | | |
| Do you have an already established presence in the country? | | Yes  No |
| Will new staff need to be recruited for this work? | | Yes  No |
| What is your existing organizational budget, per year, over the last 3 years? | |  |
| How many countries are you active in? | |  |
| Does your organization produce a public annual report and/or undergo financial audit? | | Annual report: Yes  No  Financial audit: Yes  No |
| Describe your organization’s past experience with programming on youth and peacebuilding. *(Max 1000 characters)* | | |
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The concept note should be 3 pages maximum. The concept notes should be submitted to PBSO (fujimura@un.org and Dua-Agyeman@un.org) no later than 17 June 2016 by the head of the NGO, along with a formal cover letter addressed to Oscar Fernandez-Taranco, Assistant Secretary-General for Peacebuilding Support. Please include [YPI-NGO] in the subject line of the submission email.