APPLICATION FORM FOR DOCUMENTING LEARNING AND CONNECTING VOICE(s): MULTI COUNTRY LINKING & LEARNING FACILITATION

1. **Applicant Information**

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| **A.1. Name of the Applicant Organisation:** |
| ***Address:*** |
| ***Telephone No.:*** | ***Email Address:*** |
| ***Contact Person and Designation:*** | ***Alternate Contact Person:*** |
| ***Registration Details:*** | ***Date Registered:*** |
| **A.2. Proposed Component (maximum 2 out of 3):** Component A: Multi Country Linking and Learning facilitation Component C: Leading the writing of a 5-year Learning document, Voice impact stories and voices of change |
| **A.3. Proposed Budget:** |
| A.2. 1. Annual Total Income:*Must be proven through the organisation annual reports/Financial statements* |

1. **INTEREST**

**B.1 Reason for Applying**

*Why are you interested in applying for this proposal? How do you see yourself fit within Voice and its objectives? What skills and expertise can you bring in supporting the linking and/ or learning process within Voice, in particular related to the Component you apply for? (Max. 500 words)*

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**B.2 Understanding the proposed task/ToR**

*A description of your own understanding of what the task entails? (One page)*

**B.3 Added Value to the Applicant**

*What benefits and added value will your organisation derive from this potential engagement with Voice? How will facilitation of the Voice multi country Linking and Learning component contribute to the realisation of your organisational goals and mandates? (max. 300 words)*

**C. KEY STRATEGIES AND ACTIVITIES**

**C.1 Project Plan Proposals**

*Refer to the Terms of Reference (TOR) for this call. Based on the key deliverables for the component you are applying for, lay down the key strategies and activities that you will do to deliver the tasks and targets. The format of the table below can be adjusted as necessary.*

**COMPONENT A:**

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| **Key Deliverables** | **Proposed Strategies** | **Activities** |
| Support multi country grantees’ linking and learning |  |  |
| Organise and develop joint linking and learning activities and platforms |  |  |
| Develop a Capacity-Strengthening Approach |  |  |
| Promote innovation and produce publications |  |  |
| Participation in the Voice Community of Practice |  |  |

**C.2 Streamlining**

*How will you ensure that the strategies and activities above are implemented with efficiency and cost-effectiveness while optimising participation and inclusiveness of all rightsholders and grantees? What deliverables and/or activities can be streamlined?* (max. 500 words)

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**C.3 Inclusive Approaches**

*How will you ensure that the activities are done as inclusively as possible?* (max. 300 words)

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**C.4 Team**

*What positions are needed to implement this project? What will be roles and responsibilities of each role?*

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| --- | --- |
| Position | Roles and Responsibilities |
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1. **ORGANISATIONAL BACKGROUND**

**D.1 Overview of the Organisation**

*Describe the goal of your organisation, your main programs or activities, your organisation’s most important accomplishments/outcomes, and what is unique about your organisation.* (max. 500 words)

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**D.2 Previous Experiences**

*Please list your previous experience as it relates to the objectives and skills needed for Voice(s) Connected and Amplified. Provide links or evidence of previous work. Include as many as you may deem relevant. Add more if necessary.*

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| **Project Name:****Donor:****Description:****Methodology Used:****Link/Project Example:****Project Name:****Donor:****Description:****Methodology Used:****Link/Project Example:****Project Name:****Donor:****Description:****Methodology Used:****Link/Project Example:** |

**D.3 Geographical Reach and Professional Character**

*Where has your organisation worked?*

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**D.4 Stakeholder Participation**

*Tell us how you develop your activities. How do you interact with the rightsholder groups and project participants, and plan your activities with them?* (max. 200 words)

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**D.5. Partners and Linkages**

*Who do you regularly work with? Who have you worked with? Mention any of the Voice rightsholders your organisation has worked and/or affiliated with.*

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**E.4. Human Resources**

*Who will be responsible in implementing the project? Describe how many people - with their expertise.*

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**E.5. Governance - Board Members**

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| **Full Name** | **Position** | **Contact Detail** |
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**E.6. Accountability and Transparency**

*What are your processes that ensure accountability and transparency?*

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1. **PROPOSED WORKPLAN**

**First Year**

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| **Deliverable** | **Activities** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
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 **Second Year**