**CALL FOR PROPOSALS: UNESCO PARTICIPATION PROGRAMME 2022- 2023**

ANNEX I

FORM FOR SUBMISSION OF A REQUEST UNDER THE 2022-2023 PARTICIPATION PROGRAMME

To be filled in by February 15, 2022.

**The applicant should ensure that all of the information required below is accurately entered**

1. Request submitted by:

Name of country: Grenada

Title of project and place of implementation:

Title of project:

Place of implementation:

Commencement date:

Completion date:

**Please take account of the fact that the first approvals will not be granted before May 2022.**

3. Type of assistance requested:

Financial contribution (implementation by the beneficiary) Yes

͏Implementation by UNESCO field offices

|  |  |
| --- | --- |
| Type of assistance (Breakdown of expenditure)*Indicate only the financial contribution requested by UNESCO* | In US $ |
| Conferences, meetings, translation and interpretation services, participants’ travel costs consultants’ services and any other services deemed necessary by common accord (not including those of UNESCO staff members) |  |
| Seminars and training courses |  |
| Supplies and equipment |  |
| Study grants and fellowships |  |
| Specialists and consultants – not including staff costs |  |
| Publications, periodicals, documentation, translation, reproduction |  |
|  | Total |

|  |  |  |
| --- | --- | --- |
| 4. | (a) | Describe the project in detail indicating clearly the objectives and expected results (Miniefer to bottom of pagetiiiTivoli Drummers is an (minimum |
|  | (b) | (minimum 1 to 2 pages)Provide also the following elements of information |

**Conferences/ meetings:**

Place (selection criteria):

Duration:

Programme:

Proposed topics:

Proposed roundtables:

Working language(s):

Approximate

Number of participants:

Participants’ travel cost:

Participants’ daily subsistence allowance:

For participants, Include the number of participants, the participants' travel costs and DSA

Hospitality:

For Hospitality, amount should not exceed 10% from the total amount of the request

Speakers (enclose curriculum vitae if available)

Intended audience (men, women, young girls/boys, students, outstanding personalities, others)

Expected results:

(continue on a separate page, if necessary)

**Seminars and training courses**:

Proposed workshops:

Number of beneficiaries:

Intended audience (men, women, young girls/boys, students, outstanding personalities, others)

Programme:

Purpose of the seminars/training:

Moderators (selection criteria):

(continue on a separate page, if necessary)

Hospitality:

For Hospitality, amount should not exceed 10% from the total amount of the request

**Supplies and equipment:**

Please refer particularly to the list of benchmarks annexed to the Participation Programme Circular

Letter of the Director-General)

Description of the material:

Name of the supplier or manufacturer:

For Material, please enclose without fail at least (2) two competitive (proforma) invoices for the purchase of professional goods and services for an amount equal to or greater than US $5,000

Pro forma invoice 1

Pro forma invoice 2

Pro forma invoice 3

**Study grants and fellowships:**

Discipline taught/offered:

Date and duration:

Number of beneficiaries:

Selection criteria of the fellows (women, men, girls/boys, students):

Aims:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name(s) of the selected candidates:

**Specialists and consultants:**

Tasks and assignments of the specialists or consultants

Name (enclose curriculum vitae without fail):

Specialists/consultants selection criteria:

Duration of the mission:

Honorarium (honorarium should not exceed 30% from the total amount requested from

UNESCO):

**Publications:**

Nature of publication and/or reproduction: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated cost of the reproduction or translation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Quantity, number of copies to be printed:

Name of the publisher, as well as the date foreseen for translation and /or publication:

(continue on a separate page, if necessary)

5. Detailed description of estimated budget: the budget must be drawn up in US$ and clearly indicated in the main breakdown of expenditures (paragraph 3)

(continue on a separate page, if necessary)

**NB: Administrative costs are not financed under the Participation Programme and should by no means be included in the estimated budget.**

6. 41 C/5\* paragraph No. (Not to be filled by applicant)

7. Contribution from the Member State or NGO in US$:

8 Geographical coverage of the project (tick the appropriate box):

|  |  |
| --- | --- |
| National (up to US $26,000) |  |
| Subregional project (maximum US $28,000)Project must be supported by at least two other MemberStates.Please attach two support letters (link to the letter provided by National Commission) |  |
| Inter-regional project (up to US $28,000)Project must be supported by at least two other MemberStates.Please attach two support letters (link to the model letter provided by National Commission) |  |
| Regional project (up to US $38,000)Project must be supported by at least three other MemberStates.Please attach three support letters (link to the model of support letter provided by National Commission )Please note that activities of a regional character may be submitted only by Member States and are not included in the quota of 7 requests. |  |

9. Name of the institution responsible for carrying out the project: NATCOM:

Name:

Mailing address:

Phone number:

E-mail address:

10. Beneficiary institution(s):

Name:

Mailing address:

Phone number:

E-mail address:

Date Stamp and signature