



UNODC

United Nations Office on Drugs and Crime

CONCEPT NOTE APPLICATION FORM

DAPC grants 2017

CHECKLIST

Please make sure your application satisfies all the criteria specified in the below checklist.

	YES	NO
Concept Note (including estimated costed workplan) (Word or pdf Format)		
Registration certificate (stating the status of the organisation as not-for-profit)		
Passport or ID with picture of the representative of the organisation		

1 (/3): Organization information	
Organization Name	
Organization Country	
Organization Contact Details (address, contact person, email)	
Date of registration of the organisation	

Organization's previous experience in implementing <i>internationally funded projects</i> and working with international organizations (Please list the most relevant project(s) indicating <i>year, amount of funding in USD, source of funding</i>)	
Organization's previous experience and other expertise in substance use prevention, health promotion and youth empowerment	
Has the organization previously benefitted from a DAPC-grant?	YES / NO

2 (/3) : Project concept – Maximum of 4-5 pages, font size 12	
Estimated costs and duration	
Project Duration	
Funding request in USD	
Total budget of the project in USD	
Project location(s)/ geographical scope	
Proposed project title	

Project Description and Rationale	
Introduction/ context and rationale	<p>This should include:</p> <ul style="list-style-type: none"> • Key information on the context (political, economic, social, environmental) relevant for the project and linked with the intended changes of the intervention • Justification on the need for the project <p>Information about the applicant’s mission, expertise, in particular with regard substance use prevention and health promotion, and how it intersects or aligns with the project; A justification on why the NGO is well placed to carry out the activity.</p> <ul style="list-style-type: none"> • The target group and beneficiaries – who are the main target group and beneficiaries of the project, their number and how will they be identified?
Project summary	
Summary of the activities to be implemented (please list the key activities in chronological order)	
Summary of the specific achievable objectives (please list the key objectives for the activities listed above)	
Expected impact	
Prevention methods: Please indicate which type(s) of evidence based prevention intervention(s) and/ or policie(s), as listed in the International Standards on Drug Use Prevention, this project will utilize	
Youth involvement: please describe how the project supports active youth participation, and/or connects participating youth to other youth globally via UNODC Youth Initiative (including via social media)	

3 (/3): Estimated Costed Workplan (max. 2 pages; please add rows as necessary)

Expected results	Main Planned activities	Implementation period (months)												Amount	
		1	2	3	4	5	6	7	8	9	10	11	12		
TOTAL PROJECT COST															