**PROJECT PROPOSAL**

**PROJECT TITLE** (*the project title must be short and concise*)

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

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**CONTENT DEFINITION** *(please specify only one content field according to the OECD**[[1]](#footnote-1) classification – purpose code)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARTNER COUNTRY** *(specify country according to OECD1 classification – recipient)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERIOD OF PROJECT IMPLEMENTATION** *(indicate the date in DD. MM. YYYY format)*

**from** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **to** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CONDITIONS FOR CO-FINANCING PROJECTS OF INTERNATIONAL**

**DEVELOPMENT COOPERATION:**

- The recipient being a public entity;

- Compliance of the project with the resolution, strategic documents and substantive starting points of international development cooperation of the Republic of Slovenia;

- Contributing to the eradication of poverty, the reduction of inequalities or the promotion of sustainable development in a partner country or region as fundamental objectives of international development cooperation;

- Compliance of the project with the demonstrated needs of the partner country;

- Compliance with the obligations under the contract for the co-financing of projects of international development cooperation concluded by the recipient with CMSR (if any contracts were concluded);

- That the project does not contribute to the increased use of fossil fuels.

**DONATION RECIPIENT**

**TITLE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADDRESS** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TELEPHONE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-MAIL** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TAX NO.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REGISTRATION NO.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TRANSACTION ACCOUNT NO.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-MAIL** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PRESENTATION OF THE DONATION RECIPIENT**

*Specify the ownership of the donation recipient (public entity, state-owned or municipally-owned). If mixed ownership, please indicate the shares of the owners. Introduce the donation recipient (main activities, mission/vision). Please provide information demonstrating that the* *donation recipient is capable of carrying out the necessary procedures for the implementation of the project (staff available for the project, organisational capacity, similar projects carried out, etc.).* *Please indicate whether the donation recipient has ever concluded a contract for the financing or co-financing of international development cooperation projects with the CMSR.*

**INFORMATION ABOUT THE RESPONSIBLE PERSON OF THE DONATION RECIPIENT**

**FIRST NAME AND LAST NAME** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FUNCTION IN THE ORGANISATION** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TELEPHONE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-MAIL** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**INFORMATION ABOUT THE PROJECT MANAGER**

**FIRST NAME AND LAST NAME**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FUNCTION IN THE ORGANISATION** *(if the project manager is an external worker or a contractor, please indicate this)*

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

**TELEPHONE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-MAIL** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROJECT LOCATION**

*Please indicate the location where the project will be implemented. If this concerns construction works/infrastructure projects, please indicate the legal ownership of the land and the permits obtained for the implementation/construction. Attach copies of certificates and documents.*

**PROBLEM DEFINITION – BASIS FOR THE PROJECT**

*Clearly articulate the problem on which the project is based. Briefly describe the situation in the partner country: the impact of the problem, who is affected, the geographical area of the problem, the consequences of not addressing the problem. If most of the activities will be carried out in the least developed areas of the country, please provide supporting documents and links to websites. Please attach documents in electronic form.*

**SPECIFIC OBJECTIVE OF THE PROJECT**

*Clearly define one specific objective of the project, justify it, define the descriptive and quantifiable indicators, and indicate any risks to achieving the objectives and ways to mitigate or address them. The specific objective of the project must be: specific, measurable, achievable, relevant and timed. Indicators are descriptive and numerically defined data that can be used to measure and prove the achievement of a specific goal. The initial (baseline) value before the project implementation and the expected final value after the implementation are determined. Indicators are measurable, provable and set in such a way that they reflect the achievement of the set specific goal. Sources of information for indicators are evidence by which the contractor proves the final value of the achieved goal.*

| Indication and description of indicators for measuring the specific objective | Initial  value | Final  value | Sources of information for indicators |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*Describe the risks in achieving the objective and ways to reduce or eliminate them.*

**SUSTAINABLE DEVELOPMENT OBJECTIVES**

*Please list up to 3 (three) key sub-objectives of sustainable development that the project will help to achieve. Please indicate the Sustainable Development Goals, in line with the 2030 Agenda for Sustainable Development (https://sdgs.un.org/2030agenda), pursuing nature conservation and sustainable use of the area's natural assets, reducing energy consumption, increasing the use of renewable energy sources or reducing the use of fossil energy sources, reducing environmental pollution (including emissions) and waste. The first sub-objective is primary, and any two additional sub-objectives are secondary.*

**COHERENCE OF THE SPECIFIC OBJECTIVE OF THE PROJECT WITH THE NEEDS OF THE PARTNER COUNTRY**

*Briefly explain how the specific objective of the project is in line with the needs of the partner country or local community. Please provide supporting documents and links to websites. Please attach documents in electronic form. The documents must clearly show how you have decided that the project is necessary for the local community or the country. In doing so, you should refer to national development strategies or other relevant strategic documents, laws and action plans, and other relevant documents from international institutions. Please indicate whether the content of the proposed project is complementary to that of other donors in the partner country, and whether there are similar projects by other donors.*

*Coherence of the project's specific objective with the needs of the partner country or local community:*

*List of documents with links to websites:*

*Complementarity with other donors/similar projects of other donors:*

**TARGET GROUP**

*Identify the target group precisely, including numerically.*

**PROJECTED RESULTS**

*Specify the projected results (maximum 6 (six)), the deadlines for achieving them, the indicators for measuring the results and the sources of information for the indicators. Indicators are descriptive and quantified data that can be used to measure and demonstrate the achievement of results. The initial (starting) value before the project is implemented and the projected final value after implementation are determined. Indicators are measurable, demonstrable and set to reflect the achievement of the intended results. Sources of information for the indicators are the evidence used by the applicant to demonstrate the final value of the result achieved (e.g. attendance list, reports, photographs).*

Result 1 (name of the result):

Deadline for achieving Result 1 (*month and year):*

| Indicator | Description of the indicator | Initial  value | Final  value | Sources of  information |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Result 2 (name of the result):

Deadline for achieving Result 2 (*month and year):*

| Indicator | Description of the indicator | Initial  value | Final  value | Sources of  information |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
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|  |  |  |  |  |

Result 3 (name of the result):

Deadline for achieving Result 3 (*month and year):*

| Indicator | Description of the indicator | Initial  value | Final  value | Sources of  information |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
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The applicant can define a maximum of six results and add tables if necessary.

**ACTIVITIES AND PERIOD OF IMPLEMENTATION**

*Indicate the sequence of activities (up to a maximum of six (6) per result) that the applicant will carry out to achieve each result, and indicate the period of implementation of each activity.* *The activities of the project must also be summarised and broken down in a financial structure.*

|  |  |  |
| --- | --- | --- |
| **Result 1** | | |
| Activity 1 | Description of the activity | Implementation period |
| Activity 2 | Description of the activity | Implementation period |
| Activity 3 | Description of the activity | Implementation period |

|  |  |  |
| --- | --- | --- |
| **Result 2** | | |
| Activity 1 | Description of the activity | Implementation period |
| Activity 2 | Description of the activity | Implementation period |
| Activity 3 | Description of the activity | Implementation period |

|  |  |  |
| --- | --- | --- |
| **Result 3** | | |
| Activity 1 | Description of the activity | Implementation period |
| Activity 2 | Description of the activity | Implementation period |
| Activity 3 | Description of the activity | Implementation period |

*Define a maximum of six results and up to six activities for each result. Add rows as needed.*

**PROJECT SUMMARY**

*Briefly describe the content of the project, including essential information about the project, which will be of interest to the general public. Please indicate how the planned activities and results will contribute to achieving the specific objective and sub-objective on sustainable development, and to addressing the identified problem.*

**PROJECT IMPACT ON GENDER EQUALITY**

*If the specific objective of the project is related to gender equality, please provide an assessment containing all the elements listed below. If the specific objective is not linked to gender equality, the assessment of the impact on gender equality can be simplified and cover only some of the elements listed. Mandatory elements of a gender-based assessment are: an assessment of the gender situation in the field addressed by the project and a definition of the expected effects of the project from a gender perspective. Information is required on women, men, girls and boys related to their division of labour, roles and responsibilities, access to different resources and their general position in society. In the gender equality assessment, identify the sub-objectives of sustainable development related to gender equality and identify the project's contribution to them.*

**PROJECT IMPACT ON ENVIRONMENTAL PROTECTION**

*If the specific objective of the project is related to the protection of the environment, please provide an assessment containing all the elements listed below. If the specific objective is not related to environmental protection, the impact assessment may be simplified and cover only some of the elements listed. The elements of the environmental impact assessment are: an assessment of the state of the environment in the area covered by the project and the definition of the expected environmental effects of the project. The assessment of the situation includes relevant statistics at national or local level, a description of the legislative and institutional framework, and an assessment of the knowledge and capacity of the local community and stakeholders to address environmental challenges. In the environmental impact assessment, please state the sub-objectives of sustainable development related to environmental protection and define the project's contribution to them. For infrastructure projects, also provide a summary of the environmental impact assessment, which must be prepared in accordance with national legislation.*

**COMPLIANCE WITH HUMAN RIGHTS - BASED APPROACH**

*Please indicate how the Human Rights Based Approach (HRBA) is included in the project. The project contributes to the realization of human rights; encourages accountability holders to guarantee the rights that are the subject of the project; addresses vulnerable groups; the target group is actively involved in the project (planning, implementation and monitoring); promotes awareness of the rights of the target group.*

**TRANSFER OF NEW TECHNOLOGIES AND KNOWLEDGE**

*Please indicate whether the project involves the transfer of innovative solutions, new technology and new skills. Technology transfer must include training for its use. Does technology transfer increase economic growth?*

**DEFINITION OF THE RISKS AND SCENARIOS FOR RESPONDING TO THESE RISKS**

*Please indicate any internal and external risks to the realisation of the project. Please indicate possible solutions to avoid or mitigate the consequences of the identified risks.*

**PROJECT IMPACT ON THE ERADICATION OF POVERTY**

*Please indicate how the project contributes to the eradication of poverty in all its forms and dimensions, to the reduction of inequalities, and to helping the most disadvantaged (implementation of the Leave no-one behind commitment). Describe how the project contributes to balanced sustainable development and its three dimensions – social, economic and environmental; list activities to ensure a basic standard of living, activities for access to decision-making processes, measures against water and environmental pollution. Describe how the project promotes economic growth and enhances the competitiveness of the economy. Does the project have multi-sectoral impacts? Describe the project’s importance for accelerating the overall development of the area, the region. Does the project improve access to healthcare or education? Does the project contribute to improving living conditions for women, children or marginalised groups?*

**PROJECT SUSTAINABILITY AND LOCAL OWNERSHIP**

*Explain the expected sustainability after the end of the project and answer the following questions: Will the project continue to have a positive impact after the funding ends* *and whether the target group will feel these positive effects? What opportunities and risks are there for the sustainable efficiency of the project (economic/financial, institutional, technical, socio-cultural and environmental sustainability), and how likely are they to occur? For example, is the ownership, maintenance and management of the newly acquired infrastructure assured, and are there resources provided for this purpose? How will the knowledge acquired be used? Does the project include staff training? Will the project create new jobs? How will the applicant ensure local ownership? Does the project promote the development of good governance and institution building?*

**COMMUNICATION WITH THE PUBLIC**

*Specify how and when you will present the project to the general public and the media, and in what form (press conference, press/public statement, press release, social media posts, etc.); quantify the communication activities.*

**USE OF FOSSIL FUELS**

*Please clarify that the project objective does not directly or indirectly contribute to an increased use of fossil fuels or an increase in the carbon footprint.*

**PROJECT SUPPORT FROM THE RECIPIENT COUNTRY**

*Please provide the basic details of the relevant government ministry of the recipient country that has expressed support for the project, and attach a letter of support from the relevant government ministry indicating that the government of the recipient country supports the project and agrees to implement the project with a donation from the Republic of Slovenia.*

**PROJECT VALUE**

*Please state and break down the individual types of project costs according to the planned project activities per each result (e.g. project documentation, construction works, equipment, services, training, etc.).*

*Total value of the project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_EUR.*

**Result 1**

|  |  |  |
| --- | --- | --- |
| **Type of cost** | **Quantity** | **Amount (EUR)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total project value |  |  |

**Result 2**

|  |  |  |
| --- | --- | --- |
| **Type of cost** | **Quantity** | **Amount (EUR)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total project value |  |  |

Add tables if necessary.

**PROJECT FUNDING**

*Indicate the funding sources.*

|  |  |  |
| --- | --- | --- |
| **Funding source** | **Share (%)** | **Amount (EUR)** |
| Own resources |  |  |
| Donation from the Republic of Slovenia |  |  |
| Credit/loan |  |  |
| Other |  |  |
| Total funding sources | 100 |  |

**CERTIFICATES OF FUNDING PROVIDED FOR THE IMPLEMENTATION OF**

**THE PROJECT**

*Please provide the basic details of the competent organisation (government, municipality, public company, bank – in case of credit/loan) that will provide the funds for the implementation of the project, and attach the certificates of the funds provided.*

Date Signature of the responsible person Stamp

1. *OECD Official Development Assistance classifications, including the list of recipients:* [*https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-CRS-CODES.xls*](https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-CRS-CODES.xls)

   [↑](#footnote-ref-1)