**UN ROAD SAFETY FUND CALL FOR PROPOSALS 2019**

**APPLICATION FORM**

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| *Read the Application Guidelines carefully before filling in the Application Form. Do not modify the form’s original format. Modified forms will not be accepted. Submission deadline is* ***4 Dec. 2019*** *(23:59 CET)* |

**1. cover page**

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| **Project title** |  |
| **Implementation organization(s)** |  |
| **Participating UN Organization(s)** |  |
| **Other partner(s)** |  |
| **Beneficiary country(ies)** |  |
| **Country category** | Low-Income *indicate % of total cost: \_\_\_\_\_\_\_*  Middle-Income *indicate % of total cost: \_\_\_\_\_\_\_* |
| **Total budget including co-financing (in USD)** |  |
| **Budget to be funded by UNRSF (in USD)** |  |
| **Estimated start date** |  |
| **Estimated end date** |  |
| **Duration (in months)** |  |
| **Primary contact person**  *Name, title, e-mail and telephone* |  |
| **Submitted by** | Name and title:  Signature:  Date: |

**2. executive summary**

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| *Provide a summary of the project by including the following: background and problem statement, proposed solution and approach, its intended impact, linkages/synergies with ongoing initiatives, implementation arrangements and finally possible scale-up/replication and noteworthy innovations* ***(max******750 words)****.* |
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**3. project description**

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| **3.1 problem statement**  *Explain how this project addresses a core road safety problem in the beneficiary country(ies) through the following questions: “what is the problem”, “why does this problem exist?”, "what effects does this problem have in terms of road fatalities and injuries?", "who is affected by the problem (including vulnerable groups such as children and women)?", and "why do beneficiary country(ies) need help in solving this problem?"* ***(max 500 words).*** | | | | | | |
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| **3.2 past, ongoing and planned projects**  *List the past, ongoing and planned projects that have been designed to address this or related problem(s). Justify the need for this project by explaining their gaps and shortcomings, as well as potential synergies with the proposed project* ***(max 500 words).*** | | | | | | |
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| **3.3 project objective**  *In one sentence, state the objective (i.e., the overall intention) to be achieved at the end of the defined period through this proposed project.* | | | | | | |
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| **3.4 project strategy and results**  *Explain the overall project approach and strategy. List expected project results (i.e., expected outcomes and outputs). These results must be measurable and directly derive from project activities. Highlight population target groups as well as any innovative approaches. Briefly describe the implementation plan coherent with proposed activities with estimated time schedule* ***(max 800 words).*** | | | | | | |
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| **3.5 comparative advantage**  *Describe your comparative advantage relative to other actors. Use key results and lessons learned from other projects that you have implemented to explain how you have added value so far. What is the unique solution that is being proposed by your organization?* ***(max 500 words).*** | | | | | | |
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| **3.6 consistency with global framework plan of action for road safety** | | | | | | |
| 1. *Indicate the following:*   Road Safety Management  Safe User  Safe Vehicle  Safe Road  Post-Crash Response   1. *Shade the relevant cell(s) of the figure below in gray to indicate which aspects the project will focus on:*  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Area**  **Pillar** | **Legislation** | **Enforcement** | **Education** | **Technology** | **International Regulatory Support** | |  | **Road safety management** | | | | | | **Safe user** | Traffic rules  Drivers  Cyclists  Pedestrians | Lawful behavior ensured by police and inspectors | Awareness raising, training and examination | Supportive technology and equipment, rules reminders | UN RS legal instruments and resolutions, WP.1, SC.1, WP.15 | | **Safe vehicle** | Rules and standards for admission of vehicles to traffic | Certification and inspections by qualified inspectors | Awareness raising for users, training for inspectors | Supportive technology and equipment, compliance reminders | UN RS legal instruments and resolutions, WP.1, WP.29 | | **Safe road** | Standards for design, construction, maintenance and signage | Audit, assessment and inspection by qualified teams | Awareness raising for road managers, users, and for inspectors | Forgiving and self-explaining road design, intelligent road systems | UN RS legal instruments and resolutions, int. standards WP.1, SC.1 | | **Effective post-crash response** | Standards for data collection post-crash response and investigation | Oversight of rescue services, investigators investigating crashes | First aid and rescue service training, investigators training | Supportive technology and equipment | Consolidated resolution, int. standards, WP.1, SC.1 |  1. *Explain how this project integrates the safety system principles and provides sustainable solutions to the root causes of the problem* ***(max 300 words)*** | | | | | | |
| **3.7 beneficiary government(s) endorsement**  *Please confirm, if the project was requested and/or discussed with beneficiary government(s). If there is an explicit request or endorsement by the beneficiary government(s), please attach to the application* | | | | | | |
| Received  Under discussion  Comments: \_\_\_\_\_\_\_\_\_\_ | | | | | | |
| **3.8 expected impact**  *Outline the likely quantitative impact of this project in the immediately following project conclusion and in the long-term towards reducing road fatalities and serious injuries.* | | | | | | |
| *IMMEDIATE IMPACT*:  *POTENTIAL LONG-TERM IMPACT:*  Targeted number of lives saved: \_\_\_\_\_\_\_\_\_\_\_\_  Targeted number of injuries avoided: \_\_\_\_\_\_\_\_\_\_\_\_  Other targeted road safety impact(s) (please describe): \_\_\_\_\_\_\_\_\_ | | | | | | |
| **3.9 replication and scale-up**  *Describe how the project intends to sustain any achievements beyond the completion of the project. Specify the arrangements to scale-up and replicate results, as relevant* ***(max 500 words).*** | | | | | | |
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| **3.10 indicative budget**  *See Annex I of Application Guidelines for description of UNDG budget categories* | | | | | | |
| Object of expenditure | | Notes | Requested from UNRSF (US$) | | | Co-financing (US$) |
| 1. | Staff and other personnel costs |  |  | | |  |
| 2. | Supplies, commodities, materials |  |  | | |  |
| 3. | Equipment, vehicles and furniture including depreciation |  |  | | |  |
| 4. | Contractual services |  |  | | |  |
| 5. | Travel |  |  | | |  |
| 6. | Transfers and grants counterparts |  |  |  | | |
| 7. | General operating and other direct costs |  |  |  | | |
| **Total project direct costs** | | |  | | | |
| 8. | Indirect support costs (7%) | |  | |  | |
| **Grand total** | | |  | |  | |

**4. project management**

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| **4.1 implementation arrangements**  *Explain roles and responsibilities of the parties involved in governing and managing the project, for example, the number of full-time and part-time staff. Outline any governance mechanisms that will be utilized or established.* |
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| **4.2 partnerships**  *Specify the roles of implementation partners in the project and how they will be engaged. Will the project utilize the existing cooperation platform(s) to achieve and sustain results?* |
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| **4.3 risk assessment matrix**  *Please specify the key risks that can threaten the achievement of results through the chosen strategy and its assumptions. Describe how project risks will be mitigated, especially how potential adverse operational, social and environmental impacts will be avoided where possible and otherwise managed. Complete the table using the Risk Scoring Table in Annex II of Application Guidelines). Add additional rows, as needed.* | | | | | |
| **Risk Assessment Matrix** | | | | | |
| **Key Risk** | **Likelihood**  **(2-5, see Annex II in Guidelines)** | **Impact**  **(1-5 see Annex II in Guidelines)** | **Score**  **(L x I)** | **Control/Mitigation Measure[[1]](#footnote-1)** | **Mitigation Timeline** |
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| **3.3 monitoring and evaluation**  *In this section please outline the project’s monitoring and evaluation plans. Provide information on when monitoring and evaluation will occur. Specify the type of evaluation that will take place.* | | | | | |
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**5. statement of compliance**

The undersigned certifies, following diligent inquiry, as follows:

1. Project Personnel[[2]](#footnote-2) have not engaged in any activity which would violate Sections III (Special Provisions Regarding Financing of Terrorism) or VII (Fraud, Corruption and Unethical Behavior) of the Fund MOU, nor do there exist any circumstances which could reasonably be perceived to present a potential or actual conflict of interest[[3]](#footnote-3) on the part of the Applicant or its Implementing Partner(s), or any contractors, vendors or suppliers.
2. The Project (including related projects within a larger project or programme) shall not directly or indirectly (e.g., through Implementing Partners or third parties) engage or provide financial or personal benefit to, whether individually or by corporate ownership, participation or benefit, members of the Fund’s governing bodies.
3. The Project (including related projects within a larger project or programme) is not currently engaged, nor shall it engage, in any relationship or arrangement, financial or otherwise, which may constitute a conflict of interest or a violation of Sections III or VII of the Fund MOU.
4. In managing and implementing Project activities, Project Personnel shall not seek or receive instructions from any Government or from any other authority external to the Applicant except as otherwise provided in the Project Documents and Governing Agreements.
5. It has disclosed all pertinent facts surrounding Project Personnel, and any relationship or arrangement, financial or otherwise, which may constitute a conflict of interest or a violation of the Fund MOU Sections III and VII [Attachment 1].
6. It has disclosed all complementary funding received, pledged or sought with respect to Project activities in item V. of the Project Proposal.

[Signature Block of Executive Officer or designate]

Attachment 1: Disclosure of Pertinent Facts

**6. project submission**

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| **ARE ALL THE FOLLOWING ELEMENTS INCLUDED AND COMPLETED IN YOUR APPLICATION?** | |
| Section 1. Proposal Cover Page | Yes |
| Section 2. Executive Summary | Yes |
| Section 3. Project Description | Yes |
| Section 4. Project Management | Yes |
| Section 5: Statement of Compliance | Yes |
| Letters of support from national counterparts | Yes |
| Any other annexes (depending on application) | Yes  N/A |

1. Where risk factors are scored “high” or “very high” (score 9 to 25), mitigation measures must be addressed through actions that are planned and costed in the project budget, with immediate actions for risks scored at “Very High” (score 20 to 25). [↑](#footnote-ref-1)
2. “Project Personnel” shall mean any person or entity employed or engaged in any capacity with respect to the Project, including without limitation, employees, interns, volunteers, contractors, or vendors, whether engaged directly or through third parties including Implementing Partners. [↑](#footnote-ref-2)
3. “Conflict of interest” shall refer to circumstances where, by act or omission, a party’s private interests or those of his or her family members, such as outside professional relationships or personal financial assets, interfere or appear to interfere with the proper performance of his or her professional functions or obligations to the contracting organization. [↑](#footnote-ref-3)