

## Annexure - II.3

### Template for Concept Note: Medium Grant (MG) and Large Grant (LG)

The Concept Note should be of maximum six (6) pages (excluding the “Information on the Proponent Organization”) (Annexure 5).

1. Date of Proposal Submission:
2. Project Title: Should reflect the work of the project.
3. Project Site: As specific as possible, attach a general map, as applicable.
4. Project Scale: National/ regional
5. Implementation agency: Name and Address of the Organization
6. Implementing partners: With a brief description of their roles and responsibilities
7. Authorized Representatives from Implementing Agency: Name and designation of a key person from the Organization.
8. Project start date: DD/MM/YY
9. Project duration: In years (from 3 to 5 years)
10. Brief Project Description (as elaborated below):
  - (a) **Rationale of the project:** A detailed Situation Analysis, problem identification, justification of why the project is necessary and interventions to be considered to address the problem(s).
  - (b) **Context of the project:** Brief description of ecology, community, policies and climate change concerns, if any. How is the project related to the NMHS’s Thematic Areas of Work (TAW) and Country priorities?
  - (c) **Project description:** Please provide the project’s detailed framework which should reflect the following:
    - Goal (long-term vision) towards which the project will contribute;
    - Objective(s) of the Project that will be achieved by the project;
    - Results that will contribute to each Objective together with Indicators;
    - Key activities that will help achieve the Results, including deliverables.
    - Roles and responsibilities of project partners, if applicable

Please provide a brief narrative on how the activities will be implemented.

Does the project build on a previous project? If so, describe the Outcomes of the previous project and justify the need for the proposed project and how it will strengthen the situation.

- (d) **Project Beneficiaries, Outcomes and Impacts:** Who are the beneficiaries (identify who and specify numbers) or what are the improvements to the ecosystem? What are the ‘changes’ sought out by the Project? Briefly outline the Outcomes (benefits to the stakeholders/ participants) and Impacts (when the benefits to the stakeholders/ participants are achieved, what changes in organizations, communities or mountain ecosystems might be expected to occur).
- (e) **Cross-cutting Themes:** Describe how would the project address the cross-cutting themes [climate change, gender equality & communications]? [see Section A of the Guidelines]

(f) Project Sustainability: The exit strategy - how will the project's Outcomes be sustained after this funding ceases?

(g) Project Risks and Assumptions: Describe potential barriers to the implementation of projects and how they will be overcome.

11. **Project Budget:** Please provide a framework budget (in local currency) and financing plan in the following format:

Item	Amount
(a) Activities	
(b) Personnel	
(c) Travel	
TOTAL	

## 12 Financing Plan

Total Budget	Financing Plan		
	Request from NMHS	Grantee Contribution	Other Contributions
100%	XX%	YY%	ZZ%