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**EXPRESSION OF INTEREST**

**Creation of a Youth-centered Skills Observatory and Experimentation Lab**

**with the Support from Catalytic Facility of Istanbul Regional Hub and UNDP Moldova**

**February, 2017**

**APPLICATION FORM**

**TYPE OF THE APPLICANT**

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|  | TYPE OF THE APPLICANT |
| [ ]  | Local academia  |
| [ ]  | NGO/think-tank |
| [ ]  | Other: please specify\_\_\_\_\_\_\_\_ |

**GENERAL INFO ON THE APPLICANT**

|  |  |
| --- | --- |
| Name of the Applicant: |       |
| Tax number: |       |
| Address: |       |
| Town: |       |
| Director of the institution: |       |
| Founding date of the Applicant (MM/YY): |       |
| Person responsible for the project: |       |
| Phone: |       | Mobile: |       |
| Fax: |       | E-mail: |       |

Short description of the project:

Provide a brief description of future Observatory and experimentation Lab on skills, as seen by the Applicant:

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| Max 5000 characters (1 page) |

Project Budget

Estimation funds needed for implementation of the project:

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| Total Project Amount |      USD |
| The total amount of award requested from UNDP: |       USD |       % |
| The amount of matching funding from other sources, including own resources and in-kind contribution (equivalent in USD) |       USD |       % |
| Other sources - partners |       USD |       % |

B7. Estimated date of establishing and start operations of the Observatory:

**EXECUTIVE SUMMARY**

Explain your motivation for launching this skills observatory focused on youth. Describe main characteristics, goals, expected results and planned way of implementation. Explain the management structure of the observatory. Explain how the Applicant will ensure institutional and financial sustainability of the Project. We suggest writing the summary after you finish all other chapters of the project plan in order to stress out all important info in short version.

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| Max 5000 characters (1 page) |

1. **APPROACH**

Data collection:

Please describe how the Applicant intends to collect and use data? What will be main sources of data? Specify the data bases to be used. Specify the institutions from which data will be requested and how the process will be organized. Are there any agreements for exchange of data already in place? How the Applicant plans to collect micronarratives? What channels will be used?

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| Max 2.500 characters (1/2 page) |

Data analysis:

Please specific and describe the methodologies for data analysis and visualization? How the analytical work is going to be validated? What consultations will be undertaken? Who will be the main consultative partners in the process?

Max 2.500 characters (1/2 page)

Experimentation:

Please describe how the Applicant intends to develop and implement the experiments for stimulating youth employability. Please list the tentative experiments and provide brief description, including timelines for implementation, impact evaluation modality (ies),?

Max 5.000 characters (1 page)

Project partners:

Please enlist key project partners for the Observatory, their role and contribution to the project? How such partners will be engaged in the project? How do you intend to engage public institutions, the private sector and academia?

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| Max 2.500 characters (1/2 page) |

Expected Project Results:

Provide clear and measurable excepted project results.

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| Max 2.500 characters (1/2 page) |

Sustainability:

Please describe the way and specific measures the Applicant will undertake in order to ensure sustainability of the Observatory and its activities. Please describe the institutional and financial sustainability. Explain how the Application will ensure such sustainability. Please reflect on who would be the potential clients for the services of the Observatory in the future

Max 2.500 characters (1/2 page)

1. **SIMILAR EXPERIENCES**

Similar experiences:

Please enlist and provide brief summary of similar projects in the region and around the world. Please explain how regional and international experience can be useful for the Moldovan context.

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| Max 5.000 characters (1 page) |

Integration into current profile of the applicant:

Please explain How the Observatory will be included in the current activities of the Applicant? What would be the added value brought to the current range of services provided by the Applicant?

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| Max 2.500 characters (1/2 page) |

1. **APPLICANT AND PROJECT TEAM**

About the Applicant:

Please describe (use also tables and charts whenever possible), the following information: short history of the Applicant and its references, current business of the Applicant (e.g. product/services of the company already on the market); describe the relation between ownership and management of the Applicant and what is planned for the future; organizational structure of the Applicant; to what extent Applicant’s staff is available for project implementation; potential need for hiring new staff, buying new equipment, or widening of operations; description of previous similar initiatives for which Applicant received financing from other public institutions.

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| Max 5.000 characters (1 page) |

About the implementation Team:

Describe the team of the future Observatory and the role of each member of the team. Please enclose the detailed CVs of the team members.

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| Max 2.500 characters (1/2 page) |

1. **PROJECT PLAN**

The project plan must contain activities, their duration, sub-activities, expected results and costs of activities.

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| --- | --- | --- |
| Table: Project Plan |  |  |
| Activity | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Description of the activities, its components and  | Expected quantitative results | Responsible | Costs |
| 1 |   |   |   |   |  |  |  |  |
| 2 |  |   |   |   |  |  |  |  |
| 3 |  |  |   |   |  |  |  |  |
| …. |   |   |   |   |  |  |  |  |
| 12 |   |   |  |  |  |  |  |  |
| 13 |   |   |   |  |  |  |  |  |
| 14 |   |   |   |  |  |  |  |  |
| Total Costs |  |

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

Signature of the responsible person of the Applicant