

Call for Expression of Interest for UN Road Safety Fund Implementing Partners from Civil Society

APPLICATION FORM

PART A: Basic Information

Full name of Person Submitting	
Full Legal Name of Organization	
Organization website URL	

Please answer the following questions (attach supporting documents where applicable):

PART A: PROGRAMME CAPACITY

1.1 Programme Tools - To what extent does the organisation have and use clearly written guidelines and tools (e.g. need assessments, baseline data, project development checklist, work planning templates, logframes) to support development of programmes and plans?
1.2 Implementation Capacity - How many projects has the organisation implemented over the last two years? Please list ongoing and completed projects over the last two years.
1.3 Delivery Capacity – How many projects has the organization managed with a delivery budget ranging between USD\$100,000 to ≥ \$500,000.
1.4 Scope of Work – Which of the five UNRSF outcome areas do you currently have staff expertise and project experience?
1.5 Geographic reach – Which countries have you previously operated/delivered services in through road safety projects?
1.6 Geographic mandate – Does the organization have a regional or global mandate? Which countries/regions is the organization authorized to deliver road safety projects?

PART B: ACCOUNTABILITY AND KNOWLEDGE MANAGEMENT

2.1 Annual Reports - Does the organisation produce financial and narrative annual reports that are public and available? Please provide url where available.

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PART C: COORDINATION AND PARTNERSHIPS

3.1 Approved Partner of other UN Agency - Is the organisation already a micro-HACT assessed implementing partner of a UN agency?
3.2 UN Road Safety Fund experience – Has the organization previously delivered services under a project funded by the UN Road Safety Fund? With which UN organization did you partner and in which country(ies)?
3.3 UN/International Organisation experience – Has the organization previously been sub-contracted by a UN agency or other multilateral development agency? If yes, for which type of project and in which country(ies)?
3.4 Joint Programming - To what extent does the organisation have experience in implementing programmes jointly with other road safety partners (UN, international, national) in the past two years?

PART D: GOVERNANCE AND LEADERSHIP

4.1. Registration – In which country is the organisation legally registered? Please attach the registration document.
4.2 Mission Statement – Please detail the organisation's legal/official mission statement and goals?
4.3 Governance Board - Does the organisation have a formal structure of different governance levels (Executive Board, Executive Committee or Management) with delineated respective roles and responsibilities? Please explain and also attach any related governance policies or documents.

PART E: HUMAN RESOURCES

5.1 Stable Staff Structure – How many full time and part time staff does the organization employ?
5.2 Gender Balance - What proportion of the professional level staff are females?