FORM A – PROJECT APPLICATION

Specific International Programme of the Minamata Convention on Mercury

Third Round of Applications: 2020 – 2021

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| *Read the Application Guidelines carefully before filling in the Application Form.*  *Please complete all the sections of this Form and do not delete any part.* |

**1. PROJECT SUMMARY**

|  |  |  |  |
| --- | --- | --- | --- |
| * 1. **Applicant Government and Applicant Government Institution** | Applicant Government | |  |
| Applicant Government Institution | |  |
| Mr.  Ms. | Applicant Government Official |  |
| Functional Title | |  |
| Section / Department | |  |
| Address | |  |
| Telephone | |  |
| E-mail | |  |
| * 1. **Project Title** |  | | |
| * 1. **Budget** |  | | |
| * 1. **Duration** |  | | |
| * 1. **Country Status** | Date of Ratification or Accession:  Developing Country  Least Developed Country (LDC)  Small Island Developing State (SIDS)  Country with Economy in Transition (CEIT) | | |
| * 1. **Relevant Convention Articles** |  | | |
| * 1. **Project Summary [maximum 350 words]** |  | | |

**2. PROJECT DESCRIPTION**

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| --- | --- | --- |
| **2.1. Rationale/ Justification [maximum 500 words]** |  | |
| Is your Country undertaking a Minamata Initial Assessment (MIA)?  If yes, add further information in Section 5.  Yes  No | |
| Is your Country developing an ASGM National Action Plan (NAP)?  If yes, add further information in Section 5.  Yes  No | |
| **2.2. Expected Results [maximum 750 words]** |  | |
| **2.3. Project Management [maximum 500 words]** |  | |
| **2.4. Project Partners** | For **each project partner**, please provide the following information | |
| Name of organization |  |
| Contact person |  |
| E-Mail |  |
| Organization’s role in the project: | *\*Indicate the specific tasks for each organization* |
|  | For **each project partner**, please provide the following information | |
| Name of organization |  |
| Contact person |  |
| E-Mail |  |
| Organization’s role in the project: | *\*Indicate the specific tasks for each organization* |
| **2.5. Budget and Funding Summary** | | |
| |  |  |  | | --- | --- | --- | | *(Add/remove outputs, as needed)* | *Request from the Minamata Specific International Programme Trust Fund – in USD* | *Applicant Country Contribution, if relevant (cash and/or in kind) – in USD* | | Output 1 | $ | $ | | Output 2 | $ | $ | | Output 3 | $ | $ | | Output 4 | $ | $ | | Output 5: | $ | $ | | Sub-total | $ | $ | | Total project budget | =$ | | | | |

**3. PROJECT CONSIDERATIONS**

|  |  |
| --- | --- |
| **3.1. Expected Impact [maximum 500 words]** |  |
| **3.2. Sustainability [maximum 350 words]** |  |
| **3.3. National Ownership [maximum 500 words]** |  |
| **3.4. Gender [maximum 350 words]** |  |
| **3.5.** **2030 Agenda for Sustainable Development** |  |

**4. IMPLEMENTATION INFORMATION**

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| --- | --- |
| **4.1. Funding Sources** | |
| Will the Applicant Government make a contribution to the project, and has this contribution been confirmed? | Yes  No  USD: |
| Has funding been received or requested from the GEF or the Special Programme (or others) for similar or related projects? | Yes  No |
| Has this project or the activities proposed in the project been previously submitted for funding or in-kind donations from sources, other than the GEF or Special Programme?  If so, are they still awaiting confirmation? | Yes  No  Yes  No |
| **4.2.** **Monitoring, Reporting, Evaluation, and Audit** | |
| Monitoring and reporting plan [maximum 100 words] |  |
| Evaluation plan | **Terminal Review** (project budget up to USD 150,000; \*inclusive in the budget), or  **Terminal Evaluation** (project budget above USD 150,000) |
| Audit arrangements  [maximum 100 words] |  |
| **4.3. Risks and Mitigation Measures** | |
| Risks and mitigation measures  [maximum 250 words] |  |

**5. RELATED PROJECTS**

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| **GEF: INFORMATION ABOUT YOUR COUNTRY’S GEF MINAMATA CONVENTION INITIAL ASSESSMENT (MIA)** | |
| GEF MIA Project number, title and objective |  |
| Status of the MIA |  |
| Name(s) of Report(s) on the GEF MIA (include as annex) |  |
| Provide info on how this project links to and build on the GEF MIA outcome? |  |
| **GEF: INFORMATION ABOUT YOUR COUNTRY’S NATIONAL ACTION PLAN ON ARTISANAL AND SMALL-SCALE GOLD MINING (NAP)** | |
| GEF NAP Project number, title and objective |  |
| Status of the GEF NAP |  |
| Name(s) of Report(s) on the GEF NAP (include as annex) |  |
| Provide info on how this project links to and build on the GEF NAP outcome? |  |
| **GEF: DESCRIPTION OF OTHER GEF PROJECTS TO SUPPORT OBLIGATIONS UNDER THE MINAMATA CONVENTION** | |
| Project Name |  |
| Duration/Dates |  |
| Budget |  |
| Achievements/ Lessons learned |  |
| **SPECIAL PROGRAMME: DESCRIPTION OF SPECIAL PROGRAMME PROJECT TO SUPPORT OBLIGATIONS UNDER THE MINAMATA CONVENTION** | |
| Project Name |  |
| Duration/Dates |  |
| Budget |  |
| Achievements/ Lessons learned |  |
| **OTHER PROJECTS: DESCRIPTION OF PROJECTS SUPPORTED BY OTHER FUNDING SOURCES TO SUPPORT OBLIGATIONS UNDER THE MINAMATA CONVENTION** | |
| Project Name |  |
| Duration/Dates |  |
| Budget |  |
| Achievements/ Lessons learned |  |

**6. CHECKLIST FOR SUBMISSION**

Kindly ensure that all boxes are ticked to know your application can be considered complete.

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| **ARE ALL THE FOLLOWING ELEMENTS INCLUDED AND COMPLETED IN YOUR APPLICATION?** | |
| Form A - Project Application including | Yes |
| Table 1: Logical Framework | Yes |
| Table 2: Project Workplan | Yes |
| Application Government Official Contact Details | Yes |
| Related Projects | Yes |
| Form B - Project Budget | Yes |
| Form C - Letter of Transmittal | Yes |
| Any annexes (depending on application) | Yes  N/A |

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| Table 1: Logical Framework | | | | |
| **Project Title:** | | | | |
| **Overall project outcome** | | **Outcome Indicators** | **Means of verification** | |
|  | | *[All indicators should have a measurable Baseline and Target listed in brackets]* | *Insert both data source and method for measuring progress against indicator target* | |
| *Summary of Outputs: Please enter the outputs in the rows below* | | | | **Milestone** |
| **Output 1** | | | | *Insert* **Month X/Year Y** |
| **Output 2** | | | | *Insert* **Month X/Year Y** |
| **Output 3** | | | | *Insert* **Month X/Year Y** |
| *add more lines as needed to capture all outputs* | | | | *Insert* **Month X/Year Y** |
| **Output 1** |  | **Indicators** | **Means of verification** | |
| *Insert first project output* | | *Insert Indicator (plus measurable baseline and target in brackets)* | *Insert both data source and method for measuring progress against indicator target* | |
| **Activities:** | | | | **Milestone** |
| 1.1 *Insert related activity for the first project output* | | | | *Insert* **Month/Year** |
| 1.2 *Insert related activity for the first project output* | | | | *Insert* **Month/Year** |
| 1.3 *Insert related activity for the first project output* | | | | *Insert* **Month/Year** |
| **…** *Insert**more lines as needed to capture all activities* | | | | *Insert* **Month/Year …** |
| **Output 2** | | **Indicators** | **Means of verification** | |
| A) *Insert second project output* | | *Insert Indicator (plus measurable baseline and target in brackets)* | *Insert both data source and method for measuring progress against indicator target* | |
| **Activities:** | | | | **Milestone** |
| 2.1 *Insert related activity for the second project output* | | | | *Insert* **Month/Year** |
| 2.2 *Insert related activity for the second project output* | | | | *Insert* **Month/Year** |
| 2.3 *Insert related activity for the second project output* | | | | *Insert* **Month/Year** |
| **…** *Insert**more lines as needed to capture all activities* | | | | *Insert* **Month/Year …** |
| **Output 3** |  | **Indicators** | **Means of verification** | |
| A) *Insert third project output* | | *Insert Indicator (plus measurable baseline and target in brackets)* | *Insert both data source and method for measuring progress against indicator target* | |
| **Activities:** | | | | **Milestone** |
| 3.1 *Insert related activity for the third project output* | | | | *Insert* **Month/Year** |
| 3.2 *Insert related activity for the third project output* | | | | *Insert* **Month/Year** |
| 3.3 *Insert related activity for the third project output* | | | | *Insert* **Month/Year** |
| **…** *Insert**more lines as needed to capture all activities* | | | | *Insert* **Month/Year …** |

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| Table 2: Project Workplan |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Rows and columns can be added as required, please note that the number and descriptions of project activities have to be in line with the ones reflected in the logical framework | | | | | | | | | | | | | |
|  | | **Timeframe (by quarter – every 3 months)** | | | | | | | | | | | |
|  |  | Year 1 | | | | Year 2 | | | | Year 3 | | | |
|  | Description | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| Output 1 | | | | | | | | | | | | | |
| Activity 1.1. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.2. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.3. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Output 2 | | | | | | | | | | | | | |
| Activity 2.1. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.2. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.3. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Output 3 | | | | | | | | | | | | | |
| Activity 3.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3.3 |  |  |  |  |  |  |  |  |  |  |  |  |  |