**DRM Innovation Fund: Concept Note**

*This form may be completed in English or French*

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| 1. Project Title |
| The project title in this form needs to be the same as the one submitted in the online application form |
| 1. Project Objective |
| Briefly describe what is the main purpose of this project?  What is the project trying to achieve? (In 50 words or less)    [Insert text here to retain form description] |
| 1. Information about the applying organisation(s) |
| Who is(are) the applying organisation (s)?  -Please clarify the division, department or unit of the organisation responsible for the application. -Please describe the core tasks/responsibilities of your division/department/unit within the organisation.   *Kindly be reminded that:  -The DRM Innovation Fund accepts joint-initiatives/joint-ventures (i.e applications from a partnership) if one (out of the two) of the participating organisations is a public entity.  -Should your application be shortlisted, an official letter of cooperation will be required from the partnering organisation. The public entity will be the recipient of grant funding.*   (Maximum 150 words per organisation)  [Insert text here to retain form description] |
| 1. Project in relation to Country context and relevance |
| Please describe how the project fits into the national/regional context of your country. -What are the current challenges in the field of domestic revenue mobilisation (DRM)?  -What are the current national strategies/initiatives related to DRM? Does this project contribute to these strategies/initiatives? -Are the relevant stakeholders included in the project? (Maximum 200 words)  [Insert text here to retain form description] |
| 1. Estimated Project Budget (<100 000 Euros) |
| Please provide an estimate of the total budget cost and indicate main budget line items. (E.g consultancy, training, travel etc.) |
| 1. Summary of the project implementation plan |
| Please outline and describe the project’s implementation plan. -What is the overall implementation strategy? -What are the main project activities and key milestones? How will they be achieved? -How will outputs/deliverables of the project be achieved? -Will the project be implemented in phases?  *Kindly note that the project implementation period must be within 6 to 10 months.*   (Maximum 500 words) |
| 1. What makes this project innovative? |
| Please briefly describe the aspects of this project that you consider to be innovative.  For example: -Does this project aim to develop or apply solutions and approaches to tackle persistent problems related to revenue mobilisation?  -Or does this project intend to adapt approaches or practices used in other regions, sectors or industries and apply them to the context of domestic revenue mobilisation. (Maximum 200 words)  [Insert text here to retain form description] |
| 1. Beneficiaries of the project |
| Please describe who directly benefits from the proposed project activities? (e.g trained staff within the revenue administration, taxpayers who will receive better services etc.)  -Who is the intended target group of this project? -Are there also indirect beneficiaries of the project?     (Maximum 200 words)  [Insert text here to retain form description] |
| 1. Previous cooperation with GIZ and/or Kfw |
| Has the applying organisation(s) ever (previously/currently) received technical assistance/support from GIZ/Kfw?  -If yes, please list the relevant GIZ programme(s). |
| 1. Other funding/support for the same or a closely related project/s |
| Please indicate if you have sought funding for this (or a closely related) project elsewhere. -Have you sought funding from within your own organisation? -Have you already approached other donors for support for this project?  *Kindly note that the DRM Innovation Fund will, in some cases, contact the donor community in your country to ensure that duplicate funding is not being awarded for the same project/initiative(s) to the applying organisation(s).*   The DRM Innovation Fund is willing to award projects which supplement/elaborate on previous projects and initiatives that have been supported by other donors, however a duplication of funding for the same project/initiative will not be permitted.   If possible, kindly include the contact information of related donors.   (Maximum 150 words)  [Insert text here to retain form description] |
| 1. Contribution of the organisation(s) applying |
| Please describe the intended monetary and non-monetary contribution of the applying organisation(s). -Is the applying organisation supplementing parts of the project with their own internal funds? - What is the intended contribution in terms of hours of work/ secondments of the organisation’s own staff with regards to this project?   Kindly note that the DRM Innovation Fund will not fund reoccurring costs. |
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