**Concept Note Template for Advocacy Projects - Movements**

This document is a concept note template for the Women and Girls Fund (WGF), a fund supporting Women & Girl Led Organisations (WGLOs) in Malawi, Rwanda, and Zambia. This form provides applicants with an opportunity to present a clear and concise description of their organisation and funding idea.

The concept note serves as the first step in a two-stage application process, with selected proposals invited to submit a more detailed application at the second stage.

1. **Information on the ‘Movement’ to be supported.**

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| Movements name |  | | | |
| What is the sex of the Movements leader? | **Female** |  | **Male** |  |
| Is this movement women and/or girl led? |  | | | |
| How long has the Movement been In operation? |  | | | |
| Movement’s address (if appropriate) |  | | | |
| Province and District(s)where you operate from |  | | | |
| Movement’s Email Address |  | | | |
| Movement’s phone number |  | | | |
| Contact person |  | | | |

1. **Information on the ‘financial sponsor’**

|  |  |
| --- | --- |
| Organisation’s name |  |
| Organisations address |  |
| Organisation Email Address |  |
| Organisation phone number |  |
| Contact person |  |

1. **Project/Proposal Information**

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| --- | --- | --- | --- | --- |
| **Title of the Project/Activity**  *(Please provide a concise and descriptive title that reflects the essence of the project).* | |  | | |
| **Activity duration):**  *(When are you planning to undertake the activities?)* | **Start date:** |  | **End date:** |  |
| **Location:**  *(Where are you planning to undertake the activities?)* | **Province** | | **Districts** | |
|  | |  | |
|  | |  | |
| **Implementer (s)**  *(Who will be implementing the activities?* | **Name of main implementor** | | **Name of anyone you will partner with** | |
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| **Aims of the Movement and Problem Statement**  Please provide a short description of the context in which this ‘movement’ is taking place. What is the aim, what problem is seeking to be addressed, and who is being targeted? |
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| **Proposed Activities**  Please describe the activities that will be implemented to address this problem, and the timeframe for their implementation. |
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| **Target duty bearers and policy makers**  (Describe which duty bearers/policy makers you are targeting as you undertake the planned activities. If citizens, which citizens, men, women, headpersons, Chiefs?) |
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| **Impact**  Please state in 1-2 sentences the change, at a high level, that the project will contribute to. This is sometimes referred to as a project goal. |
|  |

1. **Budget Information**

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| --- | --- |
| **Sponsor Organisation Annual Revenue**  (FY 24/25, please specify currency) |  |
| **Proposed Grant Amount**  (please specify currency) |  |

1. **Attachments**

*(Please tick which documents you are sending in with this concept note and add any other documents you wish to send in)*

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| --- | --- | --- |
|  | **Name of document** | **Tick** |
| 1 | Letter of support from a financial sponsor |  |
| 2 | Financial sponsors registration certificate |  |