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Qudra 2 – Resilience for refugees, IDPs, returnees and host communities in response to the protracted Syrian and Iraqi crises

ANNEX G OF THE CALL FOR PROPOSALS GUIDELINES

CONCEPT NOTE VERIFICATION AND EVALUATION GRID

Call for Proposals: JOR180011T/AP/001

PART A VERIFICATION

Grid completed by:

Date:

I. IDENTIFICATION DATA

Call for Proposals file number ¹ :	
Title of action:	
Name of lead applicant:	

II. VERIFICATION

	Yes	No
1. Administrative verification		
1. Instructions on the concept note application file have been followed		

¹ The number allocated to the application by the contracting authority after the opening



and the form is fully completed.		
2. Applicant's declaration has been completed and signed.		
3. The proposal is typewritten and in the required language (English)		
4. a. One original application and 1 copy are attached.		
4. b. The required annexes are attached.		
5. An electronic version (CD-ROM or USB stick) of the concept note is attached.		
2. Verification of admissibility		
6. The applicants fulfil the admissibility criteria referred to in point 4.1.1.		
7. The legal status of the applicants meets the guidelines' requirements.		
8. The action will be implemented in the eligible regions.		
9. The actions and activities proposed are admissible under point 4.1.3 of the guidelines.		
10. The duration of the action is between 9 and 12 months		
11. The contribution requested is between the authorized minimum and maximum.		
Conclusion: The concept note <will/will not> be taken into account for the evaluation		
Comments:		





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PART B EVALUATION

Grid completed by:

Date:

I. IDENTIFICATION DATA

Grid completed by:	
Call for Proposals file number:	
Title of action:	
Name of lead applicant:	
Name(s) of co-applicant(s):	
Targeted Governorate (s):	<input type="checkbox"/> Amman <input type="checkbox"/> Irbid <input type="checkbox"/> Mafraq <input type="checkbox"/> Ma'an <input type="checkbox"/> Zarqa Camps (where applicable): <input type="checkbox"/> Zaatari camp <input type="checkbox"/> Azraq camp
Funding window	<input type="checkbox"/> Lot 1 <input type="checkbox"/> Lot 2
Duration of action (months):	
Amount requested:	EUR
Target number beneficiaries (male\female, refugee\host):	
Unit cost ² :	

² The unit cost is the total amount requested divided by the total number of targeted trainees



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II. EVALUATION

Instructions

Only concept note applications satisfying the conditions of the first administrative and admissibility verification (Part A, section II) will be subject to this evaluation.

This evaluation grid is divided into **sections** and **sub-sections**. For each sub-section, a score between 1 and 5 is given, in accordance with the assessment scale below:

Score	1	2	3	4	5
Assessment	Very inadequate	Inadequate	Average	Good	Very good

These scores must be added up to obtain the total score for the section in question. Total scores of sections must be added up to obtain the overall score for the concept note in question.

Relevance of the action	Max score	Score	Specific comments
1. To what extent is the overall proposal relevant to the objectives and expected results of the Call for Proposals?	5(x2)*		
2. To what extent is the proposal relevant to the particular needs and constraints of the country and/or regions? To what extent does the action address local labour market needs and/or local employment opportunities?	5(x2)*		
3. Have target groups and their needs and constraints, been			

4

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clearly defined and properly addressed? To what extent does the action include clear and balanced gender and vulnerability strategies aimed at enhancing access and inclusion of vulnerable youth, refugees, women? Does the action integrate outreach and awareness or sensitization strategies to enhance access and participation of refugee and vulnerable Jordanian youth, and women?	5(x2)*		
4. To what extent does the proposal include and specify a meaningful involvement of the private sector/the labour market?	5(x2)*		
5. Does the proposed action include a clear and relevant work-based learning approach?	5		
6. Does the proposed action include transversal employability skills (life skills/soft skills and entrepreneurship) based on well-integrated frameworks?	5		
7. Do the proposed training programmes adhere to nationally recognized standards? If not, are the proposed training programmes based on well-integrated methods with a demonstrated link to employment for vulnerable youth, refugees, and/or women?	5		
8. Does the proposed action integrate relevant training support strategies to facilitate beneficiaries' transition into the labour market? (including that the proposal specifies a result of employment for at least 30% of training participants.)	5		
9. Does the proposal contain other specific elements that add value, such as aspects relating to environmental	5		

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5





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protection, integration of technology/digital skills, the promotion of social inclusion and gender equity, collaboration with the private sector, or innovation and best practices in Skills Development, etc?			
Total score (1)	65		
Concept of the action	Max score	Score	Specific comments
10. To what extent is the overall concept of the action logic and coherent? Are the expected results clearly defined and achievable through the activities and inputs listed? Does it reflect a problem analysis, taking into account relevant external factors?	5(x2)*		
11. Does the proposal address relevant limitations and risks related to the COVID-19 outbreak?	5		
12. Is the action feasible within the given timeframe?	5		
13. Is the estimated budget realistic, demonstrating cost effectiveness?	5		
14. Does the overall experience of the applicants indicate that they have the expertise to execute the action?	5(x2)*		
Total score (2)	35		
OVERALL SCORE	100		

**Scores will be multiplied by 2 depending on their importance.*

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Only concept notes which have obtained a minimum score of 60 points out of 100 will be shortlisted.

And only concept notes which have obtained a minimum score of 6 out of 10 points for criterion no. 1 will be shortlisted.

General comments (main strengths and weaknesses):

Recommendations for follow up to 2nd round:

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