**Co-Impact Round 3 Concept Note Questions**

*Please review and respond to the concept note guidelines below using this template. Please be concise and specific in your responses, and upload your completed concept note to the* [*online application portal*](https://webportalapp.com/sp/login/co-impact_grant_program_2020) *by no later than* ***11:59pm PDT*** *on* ***March 31, 2020****.*

*Please do your best to stay under the word counts; there are 3500 total words available across all questions, or roughly 7 pages on a clean piece of paper. This template was designed to minimize the effort required to apply while ensuring Co-Impact gets the essential information needed to assess whether an initiative is a good fit for our grants. We can only consider submissions i****n English****, but we do not require fluency from non-native English speakers. Thank you for your understanding.*

**PART 1: Initiative Overview**

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| **Initiative Name** | **Lead Organization Name**, if different from the name of the Initiative |
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| **Pithy Overview (50 words max):**  How might you describe your initiative in one to three sentences? This will help our team and reviewers get a quick take on a what your initiative is about. | |
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| **Initiative Summary (250 words max)**  Summarize your core systems change initiative and why you think it should be supported. Please be clear and concise. This will be read by all reviewers and is the most important aspect of your submission. | |
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**PART 2: Systems Change Strategy**

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| **Overview of the problem (400 words max)**  Please describe the problem that your initiative aims to address. Be sure to include an overview of:   * The nature of the problem, the impact of the problem on people’s lives, its gender dimensions, and who is most affected * Factors that permit the problem to persist (e.g. cultural, political, technical) * The systems that are impacted by, contribute to, and/or perpetuate the problem * Prior and current efforts to address the problem, and why they have not been adequate |
|  |
| **Overview of the systems change initiative (400 words max)**  Describe your vision for driving large scale, systemic change to address the problem. Be sure to address:   * The specific system(s) you will seek to shift or improve * Howyour intervention will improve that system(s); the “fulcrum(s)” or “lever(s)” you have identified where effort can have outsized impact * What gives you confidence that your approach is the right one, and why you think this approach will succeed when previous efforts may have faltered |
|  |
| **Results (300 words max)**  Please describe the results you hope to achieve over 5 years, including an overview of:   * The people-level outcomes and specific improvements in people’s lives that you aim to realize through your initiative. Select up to 3 of our target outcomes specified in our [Open Call document](http://www.co-impact.org/open-call-full-guidelines) and elaborate/refine as appropriate. * Who specifically will benefit? Please disaggregate by sex. * The systems-level measures you will use to track systemic change. How you will know that the system has improved? What would success look like? * How these changes be sustained after 5 years. What gives you confidence the improvements in people’s lives will persist over time? |
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**PART 3: Approach (600 words max across all 4 questions in this section; please allocate as you see fit)**

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| **Partnerships and a “Winning Coalition”**  Please describe what partnerships/relationships/engagement with others will be critical to achieving these outcomes, and why? What partnerships are already in place, and which ones will need to be developed? |
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| **Political Economy and Governance**  How do you think about political economy and governance in your work, and how will you address these? In your judgement, do the countries where you plan to work exhibit the necessary civic and governance conditions to undertake – and sustain – a meaningful systems change effort? |
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| **Gender and Other Disadvantaged Groups**  How will you address gender meaningfully in your work, intervention design, outcomes measurement and leadership at all levels? If inclusion of other disadvantaged groups is a significant part of your work, please describe it. |
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| **Measurement and Learning**  Please describe your approach to learning in this initiative. How do you plan to track progress? How do you intend to learn and adapt? |
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**PART 4: Track Record (300 words max)**

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| Please provide an overview of the initiative’s track record to date, including:   * Results your efforts have achieved to-date in relation to this initiative. Describe your team's previous efforts or relevant experience that demonstrates your ability to deliver outcomes. * Your team’s history in the geographic area where you are proposing to work * A very brief summary of third-party evidence of the effectiveness of your core idea/ approach in a comparable context |
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**PART 5: Budget (200 words across all 3 questions in this section; please allocate as you see fit)**

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| **Proposed systems change initiative** **budget**  What is your rough estimate in USD of the total 5-year budget for the initiative (not just what you hope to receive from Co-Impact)? |
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| **Budget Narrative**  How much of your budget is expected to be covered by existing resources, and how much new resources will be needed? At a high level, briefly explain the key cost drivers of your initiative and how the Co-Impact grant funding would be spent. |
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| **Co-Investment and Leverage**  Are there any committed or high-potential co-investors for this plan? How much of existing expenditures (e.g. government resources) will you leverage? |
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**PART 6: Team (400 words across all 3 questions in this section; please allocate as you see fit)**

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| **Your team**  Explain how your team is positioned to deliver results. Why do you have the right capabilities, experience, and commitment to execute? How representative is your team’s composition of the people you seek to benefit from the initiative? |
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| **Your coalition** [OPTIONAL]  If your initiative team consists of two or more organizations, why is it important to collaborate? What can your organizations accomplish together that they couldn’t accomplish alone? Why do you believe this will be an effective collaboration? Have the partners successfully worked together in the past? |
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| **Organizational Development**  Will this proposed plan stretch your organization and challenge it to grow over the next 5 years? What new capabilities or skills might you need to develop? What organization-level outcomes will you seek to strengthen and track? |
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**PART 7: Biographies of Key Staff**

Please provide a brief biographical statement for the lead organization’s CEO and each of the two-three next senior professionals (from either the lead organization or partner organizations) responsible for the success of the initiative. The biographical statement should include those credentials and experiences which are most relevant to the initiative.

**Initiative Lead**

|  |  |  |
| --- | --- | --- |
| Full Name | Gender Identity | Nationality/ies held |
|  |  |  |
| Title | Organization | Country where based |
|  |  |  |
| Biography (100 words max) | | |
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**Key Staff #1**

|  |  |  |
| --- | --- | --- |
| Full Name | Gender Identity | Nationality/ies held |
|  |  |  |
| Title | Organization | Country where based |
|  |  |  |
| Biography (100 words max) | | |
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**Key Staff #2**

|  |  |  |
| --- | --- | --- |
| Full Name | Gender Identity | Nationality/ies held |
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| Title | Organization | Country where based |
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| Biography (100 words max) | | |
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**Key Staff #3** [OPTIONAL]

|  |  |  |
| --- | --- | --- |
| Full Name | Gender Identity | Nationality/ies held |
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| Title | Organization | Country where based |
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| Biography (100 words max) | | |
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**PART 8: Final Thoughts** [OPTIONAL]

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| **Optional additional information (200 words max)**  Are there any other considerations or information that you feel are important to share and were not covered in previous section? |
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