



Template of the Project Proposal Note (PPN)

Call-for-Proposals – Targeted Support Window (Pillar III) of the Transition Support Facility (TSF)

This PPN template details the essential elements for submitting a comprehensive project proposal under the Call-for-Proposals of the TSF Pillar III. Although all proposals must be submitted through the online Application System, applicants are encouraged to utilize this offline template as a guide for meticulous proposal preparation.

1. Project Title	Provide a clear and concise title that reflects the essence of the proposed project (Max. characters: 75).
2. Submitting Entity	<ul style="list-style-type: none"> a. Type of Submission: Specify if the submission is an internal proposal from the Bank or an external proposal, and if the latter, provide the name of the external partner (Max. characters: 75) b. Submitting Entity: Specify the name and contact information of the project Task Manager, as well as the name of the Bank's internal sectoral unit responsible for the proposal. All submissions, whether internal or external, must be supported by a Bank's sectoral unit and a Bank's Task Manager.
3. Geographical Scope	<ul style="list-style-type: none"> a. Country(ies) Covered: Indicate whether the proposed project has a national or multinational geographical scope. Specify the country(ies) targeted by the project. Provide rationale for the project and the commitment of beneficiary government(s) and/or relevant regional organizations (Max. words: 75). b. Regional Collaboration: If applicable, describe any emphasis on regional collaboration planned by the project, especially in fragile and conflict-prone areas. Specify to what extent regional organization(s) are committed to the project (Max. words: 75).
4. Targeted Theme(s)	Indicate the theme(s) covered by the project among those targeted by the Call-for-Proposals. Projects with integrated approach, covering more than one theme, are encouraged.
5. Requested Funding	Specify the amount of the requested funding from the TSF Pillar III, in Unit of Account (UA)
6. Executive Summary	Provide a succinct overview of the project, including objectives, outcomes, and key features (Max. words: 100).
7. Project Integration	<ul style="list-style-type: none"> a. Standalone or Integrated: Indicate whether the proposed project is standalone or integrated into a larger project. b. Larger Project Details: If the proposal will be integrated in an existing or planned larger project, provide the name of that project and explain how TSF Pillar III resources will contribute to leveraging additional resources and achieving greater results (Max. words: 100).
8. Project Rationale	Explain the background, context, and the identified need or opportunity that the project aims to address (Max. words: 150).
9. Objectives	Clearly state specific and measurable objectives of the project (Max. words: 50).
10. Targeted Beneficiaries	Identify and describe the primary beneficiaries of the project, including any specific institutions, communities, or groups of people (Max. words: 150).
11. Activities and Outcomes	Detail planned activities to achieve the project objectives. Describe expected outcomes with measurable indicators. Present both a project-centric perspective and a broader vision for scaling-up, emphasizing resource mobilization and partnerships (Max. words 150).
12. Budget	Provide a detailed budget breakdown, clearly outlining the funds sought from TSF Pillar III and their allocation for each planned activity presented in the previous section. Ensure that

	the total TSF Pillar III requested funds do not surpass UA 1 million in the case of a national project and UA 5 million if the project has a multinational scope. Where applicable, specify the amount required for administrative fees and ensure that these do not exceed 7% of the total TSF Pillar III funding.
13. Financial Synergies	<ul style="list-style-type: none"> a. Specify whether the project has secured or plans to secure financing from sources other than the requested funds from TSF Pillar III. b. If applicable, provide details on sources that would be secured from internal Bank's instruments and/or external sources, including their amounts in UA (Max. words: 100).
14. Implementation Plan	Detail the project's implementation plan, providing a comprehensive timeline, key milestones, results and monitoring tools, and clearly defined roles and responsibilities, including any collaborations with partners. While the intervention could be subject of scaling-up over several years beyond the initial intervention, ensure that the implementation period for requested funding does not exceed 36 months (Max. words: 150).
15. Recipient and Executing Agency	<ul style="list-style-type: none"> a. Recipient: Provide the name of the primary recipient entity to which TSF Pillar III funding will be disbursed (Max. 75 characters). b. Role: If different from the recipient, specify the name of the executing agency and elucidate the role of the recipient in the project implementation. c. Capacity and Coordination: Describe the executing agency's capacity and experience in implementing similar projects within the context of the targeted themes and beneficiary country(ies). Detail the division of labor between the Bank's Task Manager and the executing agency, elucidating how both entities will coordinate efforts during the appraisal, implementation, and completion phases of the project (Max. words: 100).
16. Risk Mitigation	Identify potential risks linked to the project and suggest mitigation strategies. For each risk identified, clearly state its likelihood and potential impact on project implementation, resources, and timelines (Max. words: 100).
17. Theory of Change	Describe the theory of change that underpins the project. Explains how the proposed activities and outputs lead to the desired outcomes as outlined in the project's objectives (Max. words: 150).
18. Cross-Cutting Considerations	Provide a concise explanation on how the project will contribute to addressing cross-cutting challenges of good governance, climate resilience, gender equality, and youth empowerment. Emphasize any innovative approaches and solutions embedded in the project design such as use of advanced technology, data-driven approaches, and community-centered methods to address institutional deficiencies (Max. words: 100).
19. Sustainability Plan	Specify how the project will be sustained beyond the TSF Pillar III funding, emphasizing a vision for scaling up impact. Envisioning long-term partnerships, community engagement, capacity-building, transformative effects, and potential integration into broader initiatives (Max. words: 100).
20. Alignment with TSF Pillar III	Demonstrate how the project align with the strategic goals and priorities of TSF Pillar III, specifically in addressing fragility and building resilience. Highlight how the project complies with the selection criteria of the Call-for-Proposals (Max. words: 150).
21. Justification	Present a clear justification for seeking funding specifically from TSF Pillar III and explain why alternative financing from other Bank's instruments would not be feasible and/or more effective (Max. words: 100).
22. Supporting Materials	Include any relevant materials that strengthen the proposal such as letters of support, partnerships, or relevant research. Most importantly, include formal letters from Ministries headed by relevant Bank's Governors (Ministry of Finance, Planning, and/or Economic Development) that demonstrate the endorsement of the project's beneficiaries and alignment with national and/or regional priorities.