**Concept Note template**

Central Asia Regional Arts and Culture Program 2.0. (Uzbekistan)

**NOTE! The concept note should be at most five pages!**

**Information about Applicant**

1. **Technical specification** (please, fill in the table and provide the copies of requested documents)

|  |  |
| --- | --- |
| **Name of organization**  (Please indicate full name and legal status) |  |
| **Full name of director/manager** |  |
| **Contacts of organization** (please indicate address in detail, account details) |  |
| **Contact person:**  Mobile:  E-mail: |  |

**II. Consistent characteristics** (please describe the points below, not more than 1.5 pages)

1. ***Context/analysis****: Could you please describe the art sphere and context where you operate? What kind of trends and challenges exist in your working sector?*
2. ***Describe the short-term vision (at least three years):***What vision does your organization have for the coming three years? *What kind of achievements your organizations would like to reach and why? What problems in your art sphere would your organization want to resolve? Why is your organization able to do it?*

**III. Purpose of partnership** (please fill in the table)

*Filling instructions*:

* It is important to indicate what goals you want to achieve as a result of joint cooperation; they must be realistic, measurable, and relevant. It is important to remember that these goals are put for several years.
* In the *Expected cooperation Results* column, you should specify what (product, effect) you expect from the joint work in the end.

|  |  |
| --- | --- |
| **Goals** | **Expected cooperation results** |
| **Goal 1:** |  |
|  |
|  |
| **Goal 2:** |  |
|  |
|  |

**VI. Plan of activities** (please indicate the period of the proposed cooperation and fill in the table for expected major activities)

The cooperation period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Filling Instructions*:

* The actions/activities must be aimed at achieving the Goals you have specified in the paragraph III. Please note that all activities should be distributed for the entire period of cooperation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity (Please provide general description of the expected activities/projects/ actions under each goal)** | **Implementation period** | | |
| **2024** | **2025** | **2026** |
| **Activity under the Goal 1:** | | | |
|  |  |  |  |
|  |  |  |  |
| **Activity under the Goal 2:** | | | |
|  |  |  |  |
|  |  |  |  |
|  | | | |

**IV. Partners** (Please list partner organizations identifying their legal status (public, NGO, commercial or international organization) and their role, contribution to the proposed Partnership Plan)**:**

**V. Beneficiaries[[1]](#footnote-1) and target group** (please briefly describe your target group/beneficiaries who the Plan will address as well as the **quantity** the Plan is going to cover):

**VI. Please describe how your organization can implement a “Small action line”** tool to encourage and empower young artists (within the country) in realizing their ideas and initiatives.

**VII. Risks** (Please describe the risks that may affect the implementation of proposed activities, and possible measures to prevent them).

**VIII. Financing** (please, provide budget as in the attached format (separate table in Excel is attached)).

Please show the whole budget amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please show the required funding from the Swiss Cooperation Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Beneficiaries – individuals, groups, organizations, receiving direct or indirect benefit from activities [↑](#footnote-ref-1)