**Quality of Service Fund (QSF)**

**Common Fund project (CFP) – Application for budget for pre-implementation activities**

Project title:

Scope:

X global

* national

Source of funding: Common Fund

Other source of funding (if applicable):

CFP Coordinator (International Bureau):

Project Manager:

Financial information:

|  |  |
| --- | --- |
| Estimated Common Fund available capital (in USD) |  |
| 12% of Common Fund available capital (in USD) |  |
| Budget applied for pre-implementation activities (in USD) |  |

|  |  |
| --- | --- |
| Estimated budget of Common Fund project (in USD) |  |
| Duration of the project as planned (in months) |  |

|  |  |
| --- | --- |
| Place:  | Date:  |
| Approved for submission in accordance with QSF Project Management Manual, Chapter VI, Art. 20.2:CFP Coordinator | Verified and recommended for approval:QSF Manager |
| Name:  | Name:  |
| Signature:  | Signature:  |

**1 Background**

|  |
| --- |
| *(Provide detailed information on the mandate for this Common Fund project, with details on the current situation, issues and challenges and the root causes of problems focusing on the need for the project)*  |

**2 Key information on Common Fund project**

|  |
| --- |
| *(Provide the key information on the framework developed for the Common Fund project, i.e. the aims, objectives, expected results, timelines and methodology)* |
|  |

**3 Details of pre-implementation activities**

|  |
| --- |
| *(Provide detailed explanation of the approach and the type of pre-implementation activities; detailed methodology, timeline and deliverables; and schedule of progress reporting and project team)*  |

**4 Utilization of budget**

4.1 Cost summary

*(Provide details of each activity/action with corresponding budget)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | *Cost element* | *QSF amount (in USD)* | *Other resources* |
| A |  |  |  |
| B |  |  |  |
| C |  |  |  |
| D |  |  |  |
| E | Others *(provide detailed breakdown in table below)* |  |  |
|  | **Total** |  |  |

4.2 Others

|  |  |  |  |
| --- | --- | --- | --- |
| *No.* | *Cost element (specify the cost element)* | *QSF amount (in USD)* | *Other resources* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
|  | **Total** |  |  |

**Annexes:** *(Attach draft framework of CFP and all relevant supporting documents)*