**PART I: PROJECT PROPOSAL (PART OF THE CONTRACT)**

**GenerationDigital! – Supporting Digital Skills for the Next Generation**

1. **Applicant Organisation (name and brief description):**
2. **Project Title of proposed measure:**
3. **Summary of proposed Project (it must be clear that the funds will be only used for public-benefit purposes):**

For more information, please consult the guidelines.

1. **Please shortly justify the need for the proposed measure (context, basic problem)** (max. 250 words):
2. **Who will receive and manage the requested funding?**

**Please note that if the applicant organisation will not receive the funds directly but through another organisation, it is required that this organisation is contacted** *before* **the submission of the application and knows the application content.**

1. [ ]  **Applicant organisation**
2. [ ]  **Bilateral Donor Agency**
3. [ ]  **UN Agency**
4. [ ]  **NGO**
5. [ ]  **Other**

**If b. – e., please provide:**

**Name of organisation/agency:**

**Please explain the respective roles/functions:**

1. **Please identify the outcome and outputs that are directly related to your measure. Please formulate specific, measurable, achievable, realistic and time-bound (SMART) indicators. The outcome matrix will be used to measure progress and success of the proposed measure if funded. There can be more than one outcome depending on your proposal.**

Please ensure that all information is as **detailed and complete** as possible. Please modify the table as needed.

**OUTCOME MATRIX**

|  |  |  |  |
| --- | --- | --- | --- |
| **Level** | **Indicator(s) of achievement***(please indicate measurable targets if applicable)* | **Source of** **verification** | **Assumptions and Risks as well as countermeasures** |
| **Outcome:** |       |       |       |
| **Output 1:** |       |       |       |
| **Output 2:** |       |       |       |
| **Output 3:** |       |       |       |
| **Add more outputs if needed …** |       |       |       |

1. **You will be required to submit a report evaluating the success of your measure. Please describe how you will MONITOR AND EVALUATE your measure:**

1. **Use the table below to identify the extent to which the proposed measure will consider the following cross cutting issues.**

|  |  |
| --- | --- |
|  | **CROSS-CUTTING ISSUES** |
| The proposed measure… | **Gender equality** | **Conflict/****crisis sensitivity** |
| 1. is entirely directed towards improving this cross-cutting issue. This is explained in the **outcome** of the proposal and reflected in the results matrix.
 |[ ] [ ]
| 1. aims to achieve a specific **output** related to this cross-cutting issue measured by specific output indicators.
 |[ ] [ ]
| 1. considers this cross-cutting issueoverall but there is no specific related indicator.
 |[ ] [ ]
| 1. Not applicable
 |[ ] [ ]

1. **Depending on your selection in the table above, please explain HOWthe following cross cutting issues will be integrated into the proposed measure:**
	1. Gender equality *(max. 150 words*):

* 1. Conflict/crisis sensitivity *(max 150 words):*

**WORKPLAN**

Please specify **all single activities** to be undertaken and list them in **chronological order**. Please specify if you need consultants to implement this activity and **attach the Terms of Reference (ToR’s) for each consultant to the application.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activity Title and Description***Describe* ***each individual*** *activity.* | **Duration (in days/weeks)** | **Outcomes***Indicate the relevant number from the outcomes matrix* | **Objective(s)** | **Key actors (job titles, no names!)***List organisations/job titles that will facilitate implementation of the activity.* | **Responsibility for implementation** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**SELECTION PROCEDURES AND PROCUREMENT OF GOODS**

1. **Please indicate a list of goods to be procured under the contract (type of goods):**

1. **How many persons will receive goods? (Number of third parties)**

1. **What is the selection process? How do you ensure that the selection follows a fair, transparent, sustainable, discrimination-free, and documented selection procedure (description of the selection process required)?**

1. **How is the existence of the required criteria demonstrated? (Please list the evidence to be provided by the third parties)**

1. **How is the handover and receipt of the goods documented? (E.g. confirmation of receipt by signature/fingerprint?)**

**PART II: GENERAL BACKGROUND INFORMATION ON APPLICANT**

(NOT PART OF THE CONTRACT)

1. **Name of country**:       or [ ]  **regional proposal**
2. **Website link of the applicant organisation:**
3. **Type of organisation**

[ ]  Government institution (e.g. Ministry of Education or ICT etc.)

[ ]  Regional network of Civil Society Organisations (CSOs) for education

[ ]  National education coalition of CSOs

[ ]  Member organisation of the national education coalition of CSOs

[ ]  Other National CSO

[ ]  Other regional player

1. **Your organisation/ institution has engaged in the following:**

**Country Level**

[ ]  Preparation and implementation of the Education Sector Plan (ESP)

[ ]  Joint Education Sector Reviews

[ ]  Meetings of the Local Education Group

[ ]  Other relevant sector engagement concerning the digital transformation of education:

[ ]  Not applicable

Please explain your role and contribution:

**Regional/Global Level**

Please explain your role and contribution on regional/global level:

[ ]  Not applicable

1. **Describe how the proposed measure will contribute to strengthening education stakeholders in the digital ecosystem by promoting digital skills among children and youth in your country.**

1. **If you are applying for support for a REGIONAL ACTIVITY involving more than one country, please specify how the measure will contribute to strengthening education stakeholders in the digital ecosystem by promotion of digital skills amongst children and youth at the national level.**

**COLLABORATION**

Please answer the following question only if your organisation is a Government institution (e.g. Ministry of Education or ICT)

1. **Does your proposed measure ensure CSO participation and/or strengthening the role of CSO’s? If so, please explain how.**

Please answer the following question only if your organisation is a civil society organisation.

1. **Does your proposed measure ensure participation of a government institution (e.g. Ministry of Education or ICT)? If so, please explain how.**

 **Involvement of the private sector**

1. **Does your proposed measure involve a collaboration with the private sector (e.g. telecommunications/IT company)? If so, please explain with whom and how.**

**CAPACITY DEVELOPMENT**

1. **Please describe how your proposed measure will contribute to capacity development for the education stakeholders in the digital ecosystem by promoting digital literacy among children and young people.**

**SUSTAINABILITY AND KNOWLEDGE SHARING**

1. **Please describe how you will ensure that the outcomes and outputs of this measure will be used or developed further to contribute to a sustainable change. Please also take the Principles for Digital Development** (<https://digitalprinciples.org/principles/>) **into account here** (max. 150 words):

1. **Please describe how and with whom you plan to share and disseminate the knowledge and products of this measure** (max. 150 words):

1. **Do you see a potential for scaling-up of the measure?**

**CONTACT PERSON FOR APPLICATION**

(FROM APPLICANT ORGANISATION / INSTITUTION)

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Surname**
 |       | **First Name** |       |
| 1. **Position/title**
 |       |
| 1. **Email address**
 |       |
| 1. **Telephone**
 |       |
| 1. **Full postal address**
 |       |

1. **Implementation timeframe*:***

*Please calculate at least 3 months between the final submission of this application form and the expected start date to allow sufficient time for contracting.*

**Proposed duration for the measure:**       months

*(max 12 months duration)*

**Suggested start date** *(dd/mm/yy):*       **Suggested end date** (*dd/mm/yy*):

1. **The proposed measure supports:**

[ ]  Access to digital education services for children and youth and/or education professionals

[ ]  Planning and/or implementation of activities promoting digital skills for children and youth

[ ]  Improvement of digital skills of children and youth and/or education professionals

[ ]  Cooperation with the private sector to promote digital skills amongst children and youth

[ ]  Learning and network building on national and/or regional and/or international level in the area of promotion of digital skills for children and youth

[ ]  Advocacy work around the topic “Promotion of digital skills for children and youth”

[ ]  Other If other, please specify:

1. **The need for the proposed measure has been identified in one or more of the following documents:**

|  |  |
| --- | --- |
| [ ]  Latest Joint Sector Review Report | [ ]  Capacity Gaps Assessment  |
| [ ]  Capacity Development Strategy | [ ]  Country Status Report  |
| [ ]  Appraisal report of education plan | [ ]  Minutes of LEG meeting |
| [ ]  Other:       | [ ]  COVID Response document |
|  | [ ]  Not applicable |

*Please* ***attach or send web link*** *to the relevant document and indicate here the respective page/chapter.*

1. **Is your organisation a member of a working group dealing with digital transformation?**

 [ ]  Yes [ ]  No

 ***If yes***, please give further information about that working group:

1. **Is your organisation a member of the Local Education Group (LEG)?**

[ ]  Yes [ ]  No [ ]  Not applicable *(if regional request)*

[ ]  Represented through:

1. **Has the application been discussed with the LEG?**

[ ]  Yes [ ]  No [ ]  Not applicable *(if regional request)*

***If yes****, please summarise the feedback*:

***If no****, please explain why not*:

1. **Please indicate the contact data of the international partner lead of the LEG:**

Name:       Title:

Email:       Phone:

[ ]  Not applicable *(if regional request)*

# DATA PROTECTION STATEMENT

Data Protection Statement for ***applicants or person(s) named in the application to GenerationDigital!*** on storage and use of personal data by GIZ.

GIZ takes the protection of personal data very seriously. This declaration explains what personal data is stored and what it is used for.

* **Data processing is the responsibility of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.
Registered office of the company:
Friedrich-Ebert-Allee 36 + 40, 53113 Bonn
Dag-Hammarskjöld-Weg 1 – 5, 65760 Eschborn
generationdigital@giz.de**
* **The personal data specified in the registration process, e.g. contact information, CVs** *(name, first name, name of the organisation, position, email address, phone number, nationality, gender)* that is required for the purpose of ***filing and processing an application to GenerationDigital!*** will be stored on GIZ servers and used for ***the assessment of the application submitted and, where appropriate, the management and evaluation of the measure applied for.***
* The data will be used solely for the purpose of ***assessing the submitted application and, if necessary, processing and evaluating the requested measure*** (monitoring and evaluation, ex-post evaluations, knowledge management).
* The legal basis for processing is **consent to this statement.**
* The data will be used exclusively for the purposes described in the statement. Any other use will always be subject to further consent. Your data will not be used for advertising purposes.

GIZ and its service providers use appropriate technical and organisational measures to secure data against unintentional or intentional falsification, destruction, loss or access by unauthorised persons. Access to your personal data is restricted to GIZ staff who need to process it for the above-mentioned purpose(s), and who will handle the information you provide in a proper and confidential manner.

**Declaration Of Consent**

[ ]  GIZ is authorised to forward your data *(name, first name, name of the organisation, position, email address, phone number, nationality, gender, CV)* to the following organisations/entities to be processed for the purposes of ***assessing, processing and evaluating the requested measure***:
***Training institutes, members of the local education groups, implementation partners, auditors, commissioning party, co-financiers, authorities authorized to audit, tax office.*** Before passing data to other persons or institutions outside the ***GIZ*** and the above-mentioned organisations/entities – even in anonymised form – the individual responsible will personally contact the people involved.

[ ]  I consent to my personal data *(name, first name, name of the organisation, position, email address, phone number, Skype, nationality, gender, CV)* being stored for a further period of two years following the completion of the purpose for which it was collected so that GenerationDigital! can contact me for other purposes such as impact data collection.

[ ]  I consent to GIZ storing and using my personal data in accordance with the above statement. This consent will remain valid even if the measure was not supported, for a period of **two years** after it was signed.

Given name, family name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rights of data subjects**

You are entitled to enquire about your personal data, have the data corrected if necessary, and ask for processing to be restricted or data to be erased. The data will then be removed from our system. The consent given to use personal data can also be revoked at any time. This does not affect the lawfulness of processing up to the time of revocation.

In the case of revocation, funding of measures is not possible or renewed funding of measures is no longer possible. To revoke consent, please send an email or fax to: ***generationdigital@giz.de***

Should you have any questions or complaints relating to this statement or the processing, you can contact the GIZ data protection officer at the following email address: datenschutzbeauftragter@giz.de.

You have the right to approach the data protection authorities with complaints. The authority responsible is the German Federal Commissioner for Data Protection and Freedom of Information (BfDI).

**Published by the**

Deutsche Gesellschaft für

Internationale Zusammenarbeit (GIZ) GmbH

Registered offices

Bonn and Eschborn, Germany

GenerationDigital!
Dag-Hammarskjöld-Weg 1-5

65760 Eschborn, Germany

Phone +49 (0) 6196 79 3267

Fax +49 (0) 6196 79 80 3267

generationdigital@giz.de

<https://www.giz.de/en/worldwide/119469.html>

**As at**

March 2023

GIZ is responsible for the content of this publication.

The programme is funded by the German Federal Ministry for Economic Cooperation and Development (BMZ).