## Attachment I – Applicant Identification Profile (to be completed by Lead Applicant)

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| The purpose of this profile is to provide key contact references to UNICEF Albania Country Office in relation to the Applicant’s mandate, field of work, technical and managerial capacities, and comparative advantage in relation to the proposed programme(s). |

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| Section 1. Applicant information | | |
| 1.1 Applicant information | Organization Name |  |
| Acronym |  |
| Category of Applicant[[1]](#footnote-2) |  |
| Address |  |
| Registration number | (copy of registration to be attached) |
| Telephone |  |
| Website |  |
| 1.2 Head of Entity | Name, Surname |  |
| Function |  |
| Email |  |
| Telephone |  |
| 1.3 Contact/responsible person (if different from 1.2) | Name, Surname |  |
| Function |  |
| Email |  |
| Telephone |  |
| 1.4 Programme Proposal title |  | |

| Section 2. Applicant expertise and experience in the sector area | |
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| 2.1 Applicant mandate, sector area and geographic coverage | *Outline the entity’s mandate, field of work and geographic coverage*  *(max 250 words)* |
| 2.2 Available expertise and specialists | *Outline the distinctive technical capacity of the Applicant/Entity in the sector area* |
| 2.3 Key results achieved over the past 5 years | *Outline of key results achieved in sector area in recent years, including any recognition received at local / global level for the work in the sector area* |

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| Section 3. Local experience, presence, and community relations | |
| 3.1 Ongoing programmes in sector area | *Outline of type / scope of ongoing programmes in the sector area* |
| 3.2 Knowledge of the local context | *Outline of presence and community relations in the proposed programme location(s)* |
| 3.3 Existing networks | *Outline of ongoing collaborations with national institutions and local communities in the sector area* |

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| Section 4. Management Ability[[2]](#footnote-3) | | |
| 4.1 Annual budget (of projects financed by different donors) | Size of annual budget (previous year, ALL) |  |
| Source of core funds or income |  |
| Main funding partners/ donors |  |
| 4.2 Core staff | *Outline of number and key functions of core organisation staff* | |
| 4.3 Any other information  demonstrating financial capacity | *E.g., results of previous capacity assessments if available (such as the micro assessment by UNICEF, other UN entity or development partner).* | |

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| Section 5. Experience of working with UN / UNICEF / other development agency | | | | |
| Project title | Total budget (ALL) | Funding UN / other agency | Year end | Key results achieved |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

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| Section 6. Staff involved in the project | |
| Name and position | Include short Bio of Key personnel (add as much rows as needed) |
| 1. | *(max 300 words)* |
| 2. | *(max 300 words)* |
| 3. | *(max 300 words)* |

1. Choose between: National NGO (NGO); International NGO (INGO); Academic Institution; Community Based Organisation (CBO); Foundation; Municipality. [↑](#footnote-ref-2)
2. This section is required to be completed only when the lead applicant is an NGO/CSO, while for municipalities this section is optional. [↑](#footnote-ref-3)