**USAID Kosovo Investment Promotion and Access to Finance Activity Grant Fund - Annual Program Statement[[1]](#footnote-1)**

|  |  |
| --- | --- |
| **APS No.** | APS-2024-001 |
| **Submission date:** |  |
| **Full legal name of Applicant**  *(As per registration certificate, in local language)* |  |
| **Address:** |  |
| **Contact person:** |  |
| **Email:** |  |
| **Telephone number:** |  |
| **Web address:** |  |
| **Applicant legal status:** |  |
| **Year founded:** |  |
| **Registration number:** |  |
| **Tax ID / fiscal number:** |  |
| **Unique Entity Identifier (UEI):** |  |
| **Primary sector(s) of operation of Applicant:** |  |

**Expression of Interest *(Concept Note)***

Section 1: The Applicant

The Applicant requests consideration by the Activity for partnership and co-funding the activity described below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity name:** |  | | | |
| **Activity type:** |  | | | |
| **Objective the grant activity contributes to:** |  | | | |
| **Activity start date:** |  | **Completion by:** | |  |
| **Partner(s):** | * List of partner/s | | | |
| **Activity cost:** | Grant fund requested | | € | |
| All others (including leveraged cost contribution) | | € | |
| **Total** | | **€** | |

I/we hereby certify that the information contained herein and attached hereto is complete and accurate to the best of my/our knowledge.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Head of Organization** |  | **Signature** |  | **Date** |

Section 2: Expression of Interest

Submitting an Expression of Interest (EOI) is the first phase in the grant selection process. The EOI should clearly and concisely explain the problem it aims to address; relevance of the proposed activities to Activity’s goals; describe the main proposed activities; the expected systemic impact of the proposed activities; expected results of the proposed activities (describing how the results contribute to the project’s outcome indicators); a management plan; past relevance experience of the applicant; and an initial proposed budget. EOIs must not exceed 5 pages and must be submitted in the format, as follows.

|  |
| --- |
| 1. **Activity Description and Problem Statement**   *Describe the proposed activity and the main problems/issues that it will address.* |
| 1. **Relevance of Proposed Grant Activity to Objectives of the Activity**   *Explain how your proposed grant activity is in line with the objectives of the Activity, as set forth in the Annual Program Statement (see* APS-2024-001 *document).* |
| 1. **Activity Goals and Objectives**   *State the overall goal of the proposed grant activity. List the specific objectives of the activity that must be met in order to achieve the overall goal. It should be made clear how achieving the grant activity’s goal and objectives will contribute to addressing the issues/problems listed in Section A above.* |
| 1. **Proposed Activities**   *List and briefly describe the illustrative activities that your organization proposes to undertake to meet the objectives of the proposed grant activity.* |
| 1. **Expected Results**   *List the expected results of the proposed activities and how they relate to the proposed activity goals and objectives. List anticipated and achievable results as measurable outcomes of the proposed activities. Each result should be directly linked to a specific objective. Proposed activities should be linked to APS goals and outcome indicators, as stipulated under section 6 of the* APS-2024-001*.* |
| 1. **Management Plan**   *Briefly describe activity management, staffing, oversight, monitoring / reporting.* |
| 1. **Capacity of Applicant and Past Experience**   *Briefly describe the applicant’s capacity to implement the proposed activity and describe its past experience implementing similar or related activities.* |
| 1. **Proposed Budget and Applicant Cost-Contribution:**   *List anticipated costs and expenses using (and adapting) the table below, which is illustrative.*   | **Expense** | **To be covered by** | **Amount** | | --- | --- | --- | | * + 1. Expense area 1 | Counterpart 1 | 500 | | * + 1. Expense area 2 | Counterpart 2 | 500 | | * + 1. Expense area 3 | Investment Promotion and Access to Finance Activity | 1,000 | |  |  | 0 | |  |  | 0 | |  |  | 0 | | **Total** | | **€ 2,000** | |

1. An **Annual Program Statement** is a solicitation instrument of the Activity, which provides a potential *partnership funding opportunity* with eligible organizations to further the main goals of the Activity. The solicitation aims to foster extensive collaboration between the Activity and eligible organizations to improve investment attraction and increase access to diversified finance. This APS should be viewed as more than simply a grants instrument; its focus is on the proactive engagement of eligible organizations on problem identification, problem definition, solution scoping and development, and solution implementation. Based on the review of submitted concept notes, the Activity will determine whether to request full applications from an appropriate partner in a proposed partnership alliance. [↑](#footnote-ref-1)