

Grant – Application form for associations, foundations, private companies and individuals, etc.



1. Contact information

Markus Pikart

Name

United Nations Economic Commission for Europe

Organisation registration number or date of birth

Postal address

Palais des Nations

Street address

Av. de la Paix 8-14 Office S432

Switzerland

Municipality

1211 Geneva 10

County

+41 22 917 06 29

Telephone number including country and area codes

+41 22 917 20 16

Fax number including country and area codes

www.unece.org

E-mail address

markus.pikart@unece.org

Website (if relevant)

Contact person, (project manager)

2. Information about the applicant

Registered as the employer

Yes No

Registered for VAT

If yes, specify the VAT registration number

Yes No

Is the applicant in a state of bankruptcy or under the supervision of an administrator, or does the applicant have debts for taxes and social security contributions?

Yes No

Will the grant be used in a business activity or an activity that is required to file VAT returns?

Business activity Activity required to file VAT returns

International organization

Organisational form (e.g. non-profit organisation, foundation, limited company, registered religious community, etc.)

International relations and technical assistance

1945

The organisation's operational focus

When was the organisation formed?

193 member states of the United Nations

44.000 in the UN

Number of members

Number of employees

UNECE is governed by the UN Economic and Social Council

Board members or other management (name, address, telephone number and email address)

3. Grant to which the application refers

Maintenance of the UN Trade Facilitation Implementation Guide

Name of grant (if applicable)

The Government Offices' reference number (if applicable)

Ministry that approves the grant (if the applicant knows)

Amount

Currency

4. Planned activities

Maintenance and updates to the Trade Facilitation Implementation Guide (TFIG)

Purpose and objectives of the activities against which the results will be reported

Trade Facilitation implementers and organization in particular from developing and least developed countries

Target groups

Update and maintenance of TFIG Website until December 2015. Maintenance will include changes on existing material, streamlining of the maintenance procedure, and addition of new Trade Facilitation modules as per attached project document.

Planned activities

UNECE will manage the project, supervise consultants, review the updates and ensure the quality of the final product. UNECE project management and expert contribution into this project are provided pro-bono.

Provide details of your own contribution

TFIG is high visible on the Internet. To stay relevant the content needs to be maintained to reflect ongoing developments in the policy domain (i.e WTO TFA) and the development of standards and best practice. The Grant will ensure the maintenance of TFIG until December 2015.

The need for the planned activities

May to December (inclusive) 2015

The period during which the activities will be carried out

Does the applicant intend to gender mainstream the activities?

Yes

No

If yes, describe how the activities will be gender mainstreamed. If no, explain why this is not relevant.

There will be collaboration with the following companies, government agencies, organisations and institutions

In cooperation with	Describe the envisioned collaboration (max. 255 characters)
- UN Regional Commissions (ESCAP, ECA, ESCWA, ECLAC)	The UN Regional Commissions have agreed to use TFG as a joint instrument for trade facilitation capacity building and implementation.
- Collaboration with UNCTAD, ITC, WTO, WB, WCO and other relevant organizations under the	The Global Facilitation Partnership (GFP) is the main coordinating platform for the trade facilitation activities of the organizations of the United Nations System. TFIG updates and extensions are regularly presented to the GFP. UNECE collaborates with the relevant GFP organizations on the specific TDED maintenance updates.
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Which activities will be carried out if only part of the grant applied for is awarded?

5. Funding of activities

All amounts must be given in the same currency. Please state currency

Grant sought from the Government or the Government Offices via this application	1,055,434 SEK
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Grants sought or received from other government agencies for implementation of the activities

	Government agency	Amount requested	Amount received
-			
-			
-			
-			
-			
	Total:		

Grants for implementation of activities have also been sought or received from the following donors

	Donor	Amount requested	Amount received
-			
-			
-			
-			
-			
	Total:		

Other revenue

	Funding details	Amount received
-		
-		
-		
-		
-		
	Total:	

Own contribution	
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6. Activity budget

All amounts must be given in the same currency. Please state currency

Revenue and own contribution

Total	
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Costs

Salaries and social insurance contributions

	Function (e.g. project manager)	Amount
-		
-		
-		
-		
-		
	Total:	

	Amount
Office costs	
Travel costs	
Audit costs	
Total:	

Other costs	Amount
- Contract for update and maintenance of TFIG Website until December 2015. Maintenance will include changes on existing material, streamlining of the maintenance procedure, and addition of new Trade Facilitation modules.	934,013
- UN Programme Support Costs (13%) of above	121,422
-	
-	
-	
Total:	1,055,434
Total costs	1,055,434

7. Skills requirement regarding the activities covered by the grant application

UNECE is the focal point for trade facilitation in the UN system. UNECE has over 50 years of expertise in developing and implementing international standards and best practice in trade facilitation. UN/CEFACT is an intergovernmental body of UNECE to develop global trade facilitation standards.

Describe the applicant's prospects of carrying out the activities described.
 UNECE has successfully developed the Trade Facilitation Implementation Guide (TFIG). The Guide was developed in two phases which were both funded by SIDA. The Guide and all training materials are available under the UNECE website: www.tfig.org
 UNECE provides high level capacity building and advisory services to Governments and organizations around the world. UNECE staff frequently act as resource persons and trainers on international meetings. UNECE staff draft high quality publications on trade facilitation standards, tools and strategies. UNECE collaborates in delivery of its trade facilitation projects with other relevant organizations in the UN system, such as UNCTAD, ITC, WCO, WTO and the UN regional organizations.

Specify activities that have previously been conducted.

Yes No Yes No

Does the applicant have an anti-corruption policy or the equivalent? If yes, please attach. Has the applicant drawn up a risk analysis concerning the activity of the envisaged grant? If yes, please attach.

Other information that the applicant wishes to present to confirm his or her skills to carry out the activities and achieve the specified goals.

8. References

Reference 1	Reference 2
Name	Name
Address	Address
E-mail address	E-mail address
Telephone number including area code	Telephone number including area code

9. Previous grants from the Government Offices or other agencies

Donor	Reference number
- SIDA	2005-002586 SIDA Contribution 71001792
-	

-		
-		
-		

10. Payment of grant

United Nations Economic Commission for Europe

Name of the person authorised to requisition funds

Leslie Cleland

Personal identity number or date of birth

E-mail address

leslie.cleland@unece.org

Telephone number including country and area codes

+41 22 917 58 15

Name of bank

UBS AG, Rue du Rhône, Geneva, Switzerland

Account number

CH85 0024 0240 FP10 0381 0

Bank code (IBAN, SWIFT, ABA or similar code)

Account holder

11. Reports

Markus Pikart

Name of the person responsible for reporting

Markus Pikart

E-mail address

markus.pikart@unece.org

Telephone number including country and area codes

Postal address

12. Other information in support of the specific grant

A detailed project description is attached to this document.

13. Other matters

The following documents must be attached to the application

- The annual report for the most recent financial year.
- The auditor's report for the most recent financial year.
- The balance sheet and income statement for the most recent financial year or similar certificate of registration from the country of residence of the applicant organization.
- Applicable bye-laws or memorandum of association.
- Records or other documents that certify authorised representatives. If the document is not an original, it must be certified as a true copy.
- Population registration certificate if the applicant is not a legal person.
- Anti-corruption policy or the equivalent (if the applicant has one).
- Risk analysis concerning the activity of the envisaged grant (if the applicant has one).
- Other documents that can be presented to support the specific grant.

Repayment obligation

- As specified in the conditions for the grant, the recipient may be obliged to repay all or part of the grant.

Changes to contact information

- The Government Offices must be notified if changes are made to the contact information provided in the application.

14. Signature of authorised representative

- The applicant agrees that the personal information contained in the application may be used for the purposes set out in the application.
- The applicant solemnly declares that the information provided is correct and assures that the grant will be used in accordance with this information.
- The applicant has read and accepted the Conditions for grants.

7 May 2015

Date



Signature

Leslie Cleland

Name in block letters

LESLIE CLELAND