

Concept Note Template – Seeds For Climate Change

What is a concept note?

A concept note is a basic outline of the project you have in mind.

What is the purpose of a concept note?

The main objective of a concept note is to provide key information in the briefest way possible. The intention is to spark an interest for your idea in the eyes of the reader and provoke an invitation to submit a full proposal.

Guidelines for this concept note?

Just a few:

- Make sure your answers are short and to the point.
- Research goes a long way in formulating a great idea.
- Make sure you get it reviewed by your faculty advisor before submission.
- Avoid using jargons and keep the language of answers clear and simple.

Personal Information:

Team Name	
Project Name	
Thematic Area	
University Name	
Team Leader Name and Study Program	
Team Member Name and Study Program	
Team Member Name and Study Program	
Team Member Name and Study Program	
Team Member Name and Study Program	
Team Member Name and Study Program	
Faculty Advisor Name and Program	

Project Outline:

1) Please give a brief background regarding your project. This will include the problem that you want to address and why you want to address it. (Max 250 words)

2) Identify your target audience. Mention a community vulnerable to effects of climate change that you will engage in Karachi which will directly benefit from your project. (Max 150 words)

3) Explain your community engagement plan. This should include an overview of how you plan to work with members of the community for execution of the project and sustaining it in the long run without your support. (Max 500 words)

4) Clearly state at least 3 objectives that you are aiming to achieve through your project. (Max 150 words)

5) Clearly state the outcomes that you are aiming to achieve from your project and also mention an estimated number of direct and indirect beneficiaries for your project. (Max 150 words)

Project Budget:

A project budget is the total projected costs needed to complete a project over a defined period of time. Please make sure your final amount reflects a realistic approach.

Budget Item	Number of Units	Cost (PKR)
1)		
2)		
3)		
4)		
5)		
6)		
7)		

Total Cost of Project (PKR):	
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For any queries regarding the concept note:

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