

Annex 5

Criteria for Considering Concept Papers by MWGs

Check List

All concept papers endorsed by MWGs must clearly demonstrate:

- That the project responds to an identified demand by displaced persons (a demand-driven process);
- That the return process proposed in the Concept Paper is sustainable.

Problem Identification and Demonstration of Knowledge

- ✓ Basis for assessing IDP demand is credible and convincing.
- ✓ Prior engagement with beneficiaries is described.
- ✓ Problem is described accurately: who, what, how, why.
- ✓ Measures to ensure sustainability are clearly reflected.
- ✓ Priority needs are defined and justified.
- ✓ Knowledge of programming environment is demonstrated: understanding and analysis of return and integration (e.g. pre-conflict/pre-departure situation, local environment for returns, material and situational obstacles, tools to overcome identified challenges).
- ✓ Prior consultations with local administration and relevant partners involved are outlined.
- ✓ Knowledge of other related activities affecting the outcome of the project.

Project Description

- ✓ The proposed Concept Paper is in accordance with UNMIK Concept Paper on the Right to Sustainable Returns and with the Manual for Sustainable Returns.
- ✓ Clear demonstration that the Concept Paper is developed taking into consideration the full engagement of the beneficiaries of the return process.
- ✓ The proposed strategy and approach(es) directly address the needs of the target population (the returning and receiving communities).
- ✓ The activities to implement the strategy are well designed and targeted to meet the projected objectives.
- ✓ A credible approach to beneficiary identification and selection is described.
- ✓ The objectives are appropriate to the needs of the target population.
- ✓ Expected results and the anticipated impact are clearly described.
- ✓ A credible strategy for engaging the surrounding community in inter-ethnic dialogue is included.
- ✓ Demonstration of an effective approach to achieving a sustainable return.

Organisational Capacity

- ✓ The implementing NGO (agency) has experience in the areas of intervention proposed in the concept paper (not necessarily in Kosovo, but in similar circumstances, e.g. Bosnia, etc.).
- ✓ The status/relationship of the organisation in Kosovo is deemed positive and effective, and it is capable of starting project activities in a timely manner.

Financial Requirements

- ✓ The proposed budget proves to be cost effective in relation to the outcomes of the proposed activities. The following estimates will be used to measure cost-effectiveness. Significant deviation from estimated costs requires a convincing justification.
 - Housing reconstruction cost per family no more than 14,000 Euro (average cost for total reconstruction ranging between 10,000-14,000 Euro)
 - Standards of houses reconstructed comply with Housing Reconstruction Guidelines
 - Income generation project per family cost no more than 2,000 Euro
- ✓ Estimates for infrastructure and community relations project components should also be included. Cost effectiveness for these inputs will be measured against an average made between the total number of beneficiaries and the total project cost.