

CONCEPT NOTE

Vietnam Ireland Bilateral Education Exchange (VIBE)

Applicants for funding under the VIBE programme, funded by the Embassy of Ireland, are requested to prepare a concept note to introduce the objectives, expected results and intended approach of the proposed project. The Embassy will assess the concept note based on its alignment with Ireland's Strategy in Vietnam, the added value of the proposed work, the capacity of the organization to achieve results and the proposed budget and timeframe.

The concept will serve as a basis for assessment and possible further discussion with the Embassy, and should answer the following questions:

1. Title of Project

- Lead Vietnamese partner & contact details
- Lead Irish partner & contact details

2. Justification -Why the proposed intervention is important and relevant

- What gaps have been identified and how does the proposal and partnership address those gaps?

3. What does the project aim to accomplish? (Objectives)

- What are the main objectives, key deliverables, anticipated outcomes and results?

4. How will the objectives be achieved?

- Description of proposed approach.
- Project duration and tentative time-table for execution (starting in fourth quarter of 2019)
- How will resources, human resources, networks, knowledge be mobilized?
- Are there other stakeholders that the project will engage to achieve the objective?
- Highlight any innovation the project is introducing?

5. What is the current status of the cooperation between the two institutions and the added value of the proposed partnership?

- Briefly describe the existing status of the working relationship between the Irish and Vietnamese institution (How the two partners have been interacting/cooperating?)
- What experience are partners drawing on to implement this proposal? What similar work have the partners carried out in the past?
- How do the partners complement each other? What is the added value of the proposed partnership?

6. Sustainability

- Briefly describe the plan to sustain/expand/utilize the project outcome, beyond the period of Irish Aid funding (which is maximum two years).

7. What is the preliminary budget (€)?

	Year 1	Year 2 (if applicable)	Total
Project budget			
<i>Fund requested from Irish Aid</i>			
<i>Contribution from Vietnamese partner</i>			
<i>Contribution from Irish partner</i>			
<i>Funding from other sources</i>			

8. Have you ever submitted this project idea to any other funders?

- If yes, who are they? Please advise on the status

This concept note (should not exceed four (04) A4 pages excluding relevant appendices) should be submitted to vuthiminh.thuy@dfanet.ie.

The concept note must be accompanied by a letter from an authorized person (e.g. Head of International Affairs, Head of relevant School/Faculty/Department) in the Irish institution confirming commitment for collaboration.