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| **UNPSA 2021**  **Application Form**  Please visit the website (https://publicadministration.un.org/unpsa/en) and go through ‘Submission Rules and Guidelines’ and ‘Applicant’s Manual’ before filling up this form. Please email the filled-up form to [shahriar.bas@gmail.com](mailto:shahriar.bas@gmail.com) and send a hard copy to Career Planning - 4 (Room 22/9, Ground Floor, Building 2, Bangladesh Secretariat) on or before October 27, 2020.  **Basic Information** | |
| **Institutional Information** | |
| Member State | Bangladesh |
| Institution Name |  |
| Institution Type  [Ministry/Public Agency/Public Enterprise/Other (specify)] |  |
| Administrative Level  [National/ Regional/ Local/Other] |  |
| Name of initiative |  |
| Projects Operational Years |  |
| Website of Institution |  |
| **Contact's Information** | |
| Position |  |
| First Name: |  |
| Last Name |  |
| Gender |  |
| Address |  |
| Postal Code |  |
| City |  |
| State/Province |  |
| Telephone(s) |  |
| Fax(es) |  |
| Primary Email |  |
| Additional email(s) |  |
| **Question 1: About the Initiative** | |
| Is this a public sector initiative? | Yes |
| **Question 2: Categories** | |
| Is the initiative relevant to one of the UNPSA categories? | Yes |
| Mention the relevant UNPSA category. |  |
| **Question 3: Sustainable Development Goals** | |
| Is the initiative relevant to any of the 17 SDG(s)? | Yes |
| If you answered yes above, please specify which SDG is the most relevant to the initiative. (may have multiple answers) |  |
| Which target(s) within the SDGs specified above is the initiative relevant to? (may have multiple answers) |  |
| **Question 4: Implementation Date** | |
| Has the initiative been implemented for two or more years | Yes |
| Please provide date of implementation (dd/mm/yyyy) |  |
| **Question 5: Partners** | |
| Has the United Nations or any UN agencies been involved in this initiative? | No |
| If yes, which UN agency was involved? |  |
| If yes, please provide details |  |
| **Question 6: Previous Participation** | |
| 1. Has the initiative submitted an application for consideration in the past 3 years (2017-2019)? |  |
| If Yes, enter year |  |
| **Question 7: UNPSA Awards** | |
| Has the initiative already won a UNPS Award? | No |
| **Question 8: Other Awards** | |
| Has the initiative won other Public Service Awards? |  |
| **Question 9: How did you learn about UNPSA?** | |
| How did you learn about UNPSA? | From government source |
| **Question 10: Validation Consent** | |
| I give consent to contact relevant persons and entities to inquire about the initiative for validation purpose. | Yes |

**Nomination Form**

**Question 1**

Please briefly describe the initiative, what issue or challenge it aims to address and specify its objectives. (300 words maximum)

**Question 2**

Please explain how the initiative is linked to the selected category. (100 words maximum)

**Question 3**

**a.** Please specify which SDGs and target(s) the initiative supports and describe concretely how the initiative has contributed to their implementation. (200 words maximum)

**b.** Please describe what makes the initiative sustainable in social, economic and environmental terms. (100 words maximum)

**Question 4**

**a.** Please explain how the initiative has addressed a significant shortfall in governance, public administration or public service within the context of a given country or region. (200 words maximum)

**b.** Please describe how your initiative addresses gender inequality in the country context. (100 words maximum)

**c.** Please describe who the target group(s) were, and explain how the initiative improved outcomes for these target groups. (200 words maximum)

**Question 5**

**a.** Please describe how the initiative was implemented including key developments and steps, monitoring and evaluation activities, and the chronology. (300 words)

**b.** Please clearly explain the obstacles encountered and how they were overcome. (100 words)

**Question 6**

**a.** Please explain in what ways the initiative is innovative in the context of your country or region. (100 words maximum)

**b.** Please describe, if relevant, how the initiative drew inspiration from successful initiatives in other regions, countries and localities. (100 words maximum)

**c.** If emerging and frontier technologies were used, please state how these were integrated into the initiative and/or how the initiative embraced digital government. (100 words maximum)

**Question 7**

**a.** Has the initiative been transferred and/or adapted to other contexts (e.g. other cities, countries or regions) to your organization’s knowledge? If yes, please explain where and how. (200 words maximum)

**b.** If not yet transferred/adapted to other contexts, please describe the potential for transferability. (200 words maximum)

**Question 8**

**a.** What specific resources (i.e. financial, human or others) were used to implement the initiative? (100 words maximum)

**b.** Please explain what makes the initiative sustainable over time, in financial and institutional terms. (100 words maximum)

**Question 9**

**a.** Was the initiative formally evaluated either internally or externally?

Yes

**b.** Please describe how it was evaluated and by whom? (100 words maximum)

**c.** Please describe the indicators and tools used. (100 words maximum)

**d.** What were the main findings of the evaluation (e.g. adequacy of resources mobilized for the initiative, quality of implementation and challenges faced, main outcomes, sustainability of the initiative, impacts) and how is this information being used to inform the initiative’s implementation? (200 words maximum)

**Question 10**

Please describe how the initiative is inscribed in the relevant institutional landscape (for example, how is it situated with respect to relevant government agencies, and how have these institutional relationships been operating). (200 words maximum)

**Question 11**

The 2030 Agenda for Sustainable Development puts emphasis on collaboration, engagement, partnerships, and inclusion. Please describe which stakeholders were engaged in designing, implementing and evaluating the initiative and how this engagement took place. (200 words maximum)

**Question 12**

Please describe the key lessons learned, and how your organization plans to improve the initiative. (200 words maximum)

**Documentation**

**\* Supporting Document**

1. Evaluation Report [must include Executive Summary, Scope, Methods, Findings and Recommendation]

**\* Additional Supporting Documents**

1. Additional Supporting doc 1
2. Additional Supporting doc 2
3. Additional Supporting doc 3

Maximum number of documents solicited: 5

Suggested name:

File 1: 2021 UNPSA\_Name.of.Initiative\_Evaluation Report

File 2: 2021 UNPSA\_Name.of.Initiative\_Reference.Letter

**\*Website, Audio and Visual Information**

Maximum number of URLs allowed: 3

***[At least 3 documents and at least 1 URL must be submitted.]***

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