

Respond to partnership selections

Objective: CSO partners can accept/decline to being selected for a partnership opportunity.

Steps	Description	Action	Notes
1	Your applications	On the left navigation bar, click on the 'Your Applications' (1) icon to access the applications you have submitted page.	<p>This will direct you to the <i>Your Applications – Calls for Expressions of Interest</i> page.</p> <p>When receiving a partnership selection from a UN agency, an e-mail will be sent as well as a notification in the portal that your application has been successful.</p> <p>You can navigate to the relevant application categories by clicking on the tabs <i>Calls for Expressions of Interest, Unsolicited Concept Notes, Direct Selections (2)</i>.</p> <p>You can view all applications for each of these categories and associated details such as application status.</p> <p>You can search for a specific application using the filters on the page.</p>
2	Application ID	Click on the application 'ID' (2) that you would like to respond to your partnership selection.	You will be directed to the <i>Application Overview</i> page
3	Application - Overview	View a summary of the application that was selected in the "Overview" tab	<p>You can view the <i>Project Details</i> of the selected application. These details include:</p> <ul style="list-style-type: none"> - Project Title - Project/Programme Focal Point(s) - Country and more specific location - Sector(s) and area(s) of specialization - Issued by (which UN agencies issued the CFEI) - Project Background - Other information - Key dates (Estimated start and end date)
4	Respond to application selection	<p>Click on the 'Response' (1) tab to respond a partnership selection.</p> <p>Click 'Yes, I accept' or 'No, decline' (2) and confirm your profile (3) is up to date, before sending your respond to partnership selection.</p>	<p>You can view the comments that have been made about the selection for partnership.</p> <p>You can view the result of your application.</p> <p>In the results box, you can accept or decline the selection for potential partnership.</p> <p>Tick <i>I confirm that my profile is up to date</i>.</p> <p>You can view and edit your profile by clicking <i>View your profile</i>.</p> <p>Click <i>send</i> to submit your response to the selection for partnership.</p> <p>You can later change your response by clicking <i>change</i>, in the <i>Results</i> box of the <i>Response</i> tab.</p>

Steps	Description	Action	Notes
1	Your applications	On the left navigation bar, click on the 'Your Applications' (1) icon to access the applications you have submitted page.	<p>This will direct you to the <i>Your Applications – Calls for Expressions of Interest</i> page.</p> <p>When receiving a partnership selection from a UN agency, an e-mail will be sent as well as a notification in the portal that your application has been successful.</p> <p>You can navigate to the relevant application categories by clicking on the tabs <i>Calls for Expressions of Interest</i>, <i>Unsolicited Concept Notes</i>, <i>Direct Selections</i> (2).</p> <p>You can view all applications for each of these categories and associated details such as application status.</p> <p>You can search for a specific application using the filters on the page.</p>
2	Application ID	Click on the application 'ID' (2) that you would like to respond to your partnership selection.	You will be directed to the <i>Application Overview</i> page

STEP 1

STEP 2

Application ID	Project Title	UN Agency	Country	Sector	Submission Date	Direct Selection Source	Status
1617	Strengthening Farmer Field Sc...	WFP	India	Food Security	29 Jan 2018	UCN	Selection Accepted

Steps	Description	Action	Notes
3	Application - Overview	View a summary of the application that was selected in the "Overview" tab	<p>You can view the <i>Project Details</i> of the selected application. These details include:</p> <ul style="list-style-type: none"> - Project Title - Project/Programme Focal Point(s) - Country and more specific location - Sector(s) and area(s) of specialization - Issued by (which UN agencies issued the CFEI) - Project Background - Other information - Key dates (Estimated start and end date)

STEP 3

UNPP

Dashboard
CFEIs
Your Applications
Profile

7

Open

DIRECT SELECTION

Strengthening Farmer Field Schools in Bihar

OVERVIEW RESPONSE

Project Details CFEI ID: 254

Project Title
Strengthening Farmer Field Schools in Bihar

Project/Programme Focal Point(s)
-

Country
India

Bihar

Sector(s) and area(s) of specialization

Sector
Food Security

Area(s) of specialization
Agricultural inputs

Issued by
WFP

Project Background
Background

Other information (optional)
-

Estimated Start Date
07 Feb 2018

Estimated End Date
31 Mar 2018

Logged in as:

Bihar Farmer's Association
Bihar Farmer's Association, India

Steps	Description	Action	Notes
4	Respond to application selection	<p>Click on the 'Response' (1) tab to respond a partnership selection.</p> <p>Click 'Yes, I accept' or 'No, decline' (2) and confirm your profile (3) is up to date, before sending (4) your respond to partnership selection.</p>	<p>You can view the comments that have been made about the selection for partnership.</p> <p>You can view the result of your application.</p> <p>In the results box, you can accept or decline the selection for potential partnership.</p> <p>Tick <i>I confirm that my profile is up to date</i>.</p> <p>You can view and edit your profile by clicking <i>View your profile</i>.</p> <p>Click <i>send</i> to submit your response to the selection for partnership.</p> <p>You can later change your response by clicking <i>change</i>, in the <i>Results</i> box of the <i>Response</i> tab.</p>

STEP 4

UNPP 🔔⁷ 👤

DIRECT SELECTION

🟢 Open

< Strengthening Farmer Field Schools in Bihar
1

OVERVIEW
RESPONSE

Comments

No information available yet.

Result

Your organization has been identified for a potential partnership via "direct selection".
Selection confirmed
Decision sent: 09 Feb 2018

Yes, I accept No, I decline 2

I confirm that my profile is up to date: 3

Last profile update: 26 Jan 2018. Not sure? [View your profile.](#)

4 SEND