

I-ASIST 2030

Concept Note Submission Guidelines 2026/27 Program Year | Theme: Urban Resilience

1. About This Call

Implementing Actions for Six Impactful SDGs Transition by 2030 (I-ASIST) is APEARE's initiative to hyperlocalize SDG achievement by placing project design and delivery in the hands of community members across Nigeria. Previous I-ASIST projects include Ejirin Eco-Action (waste management and clean-up, Ijebu Ode, Ogun State) and the Akkoyel Parkia Afforestation Project (street-tree planting, Gombe State).

For the 2026/27 cycle, APEARE will select three candidates to implement projects under one of the six I-ASIST SDG transition tracks. All proposed projects must respond to this year's theme, Urban Resilience: how communities adapt to and withstand climate-related pressures in urban and peri-urban settings, such as heat, flooding, waste, degraded green space, or unsafe infrastructure.

2. Format Requirements

- Maximum length: 1,500 words (about 3 pages). The cover information, budget table, and timeline do not count toward the limit.
- File format: PDF or Word (.docx), A4, 11 or 12 point font, single spacing.
- File name: IASIST2030_ConceptNote_YourName_Community.pdf
- Language: English. Plain, direct writing is preferred over technical jargon, and if AI is used it must be disclosed.

Concept notes above the word limit or missing required sections may not be reviewed.

3. Structure and Guiding Questions

Your concept note must contain the sections below, in this order. Answer the guiding questions under each. Suggested word counts keep you within the overall limit.

Cover Information (not counted)

- Full name, phone number, email, and community of residence
- Project title and target community (town, LGA, state)
- Chosen I-ASIST SDG transition track

Section 1: Community Context and the Problem *(about 200 words)*

- What urban resilience challenge does your community face (for example heat, flooding, waste, loss of green space, unsafe infrastructure)?
- Who is most affected, and how do you know? Use what you have observed or local evidence.

Section 2: Proposed Solution *(about 300 words)*

- What solution are you proposing?
- What are the main activities, and who in the community will take part?
- How does the solution build urban resilience under your chosen SDG track?

Section 3: Problems Addressed *(about 150 words)*

- Which specific problems from Section 1 does your solution directly address?
- What change do you expect to see by the end of the project?

Section 4: Problems Not Addressed *(about 100 words)*

- Which related problems does your solution NOT address, and why?
- Being honest about scope is a strength, not a weakness. Reviewers score clarity here, not ambition.

Section 5: Trade-offs *(about 100 words)*

- What are the trade-offs of your approach? What are you giving up, or who might be inconvenienced, by choosing this solution over alternatives?

Section 6: Risks and Mitigation *(about 200 words)*

- What are the main risks to the project (community, environmental, financial, or seasonal)?
- For each risk, what is your mitigation method?

You may present this section as a two-column table: Risk | Mitigation.

Section 7: Sustainability Plan *(about 250 words)*

- How will the project continue for at least 2 years after implementation?
- Who will maintain it, with what resources, and what community structures or partnerships will keep it alive?

Section 8: Timeline and Estimated Budget *(tables, not counted)*

- A simple month-by-month timeline for the 2026/27 program year
- An estimated budget by major cost category (materials, labor, transport, community engagement)

4. How Concept Notes Are Evaluated

Reviewers score concept notes on the strength and honesty of your answers to the guiding questions above, with particular attention to:

- Fit with the Urban Resilience theme and a priority region
- Clarity of the problem and realism of the proposed solution
- Honest treatment of scope limits, trade-offs, and risks
- A credible 2-year sustainability plan
- Applicant's ties to and standing in the target community

5. Submission

- Email your concept note to smt@apeare.org
- Subject line: I-ASIST 2030 Concept Note - [Your Name] - [Community]
- Deadline: August 20, 2026, at 11:59 PM WAT
- Shortlisted applicants will be invited to a virtual interview (positionality statement) before final selection.

6. Key Dates

Milestone	Date
Call opens	August 7, 2026
Concept note submission deadline	August 20, 2026, 11:59 PM WAT
Shortlist notification	September 11, 2026

7. Contact

Questions? Reach out to betty.adegebo@apeare.org or visit www.apeare.org/i-asist-2030.